



SOFTWOOD LUMBER PRODUCTS EXPORT CHARGE

Protected B when completed

REGISTRATION FORM

Under the provisions of section 22 of the Softwood Lumber Products Export Charge Act, 2006 (the Act), exporters of Softwood Lumber products to the United States (U.S.) are required to complete and file this form to register with the Canada Revenue Agency (CRA).

1 Account number | 2 Language of communication | 3 Fiscal year end (MM-DD)

4 Business name | Operating name

5 Business address | City | Province/State | Postal code/Zip code | Mailing address (if different from business address)

6 Provide the full address where books and records for softwood lumber products are maintained. | City | Province/State | Postal code/Zip code

7 Type of exporter | Please check the box that applies to you: (a) I am a saw mill operator... (b) I am a wholesaler... (c) I am an excluded company... (d) I am exporting remanufactured softwood lumber products to the US. (e) Other (specify): | The Act includes special provisions which could be advantageous to exporters who can be certified as independent remanufacturer. If you believe you qualify and wish to benefit from these provisions, you are invited to complete and file Form B253-1, Independent Remanufacturer Registration Supplement. | I wish to be considered as an independent remanufacturer.

8 Region of origin | Check the appropriate box(es) to indicate each region of origin of the softwood lumber products that you are exporting or anticipate exporting. (Refer to the instructions on the back of this form.) | Alberta | British Columbia - Coastal | British Columbia - Interior | Manitoba | New Brunswick | Newfoundland and Labrador | Northwest Territories | Nova Scotia | Nunavut | Ontario | Prince Edward Island | Quebec | Saskatchewan | Yukon

9 Multiple locations | Exporters operating first mills in more than one region and/or more than one mill within the same region are required to obtain a "mill location identifier." | Please check the box(es) that apply to you: (a) I operate in more than one region. (b) I operate multiple mills within one region. | If you answered YES to either or both (a) or (b) please complete the attached Form B253-2, Registration Supplement - Multiple Regions or Mills.

10 Monthly returns | The Act requires that all registrants file a monthly return.

11 Security required | You are required to provide and maintain security with the CRA if you are a non-resident person or a resident person who does not have a permanent establishment in Canada. Please check the box that applies to you: (a) I am a non-resident person. (b) I am a resident person who does not have a permanent establishment in Canada. | Please refer to Notice SWLN4 for more information (see instructions on the back of this form).

Contact person | Name (if different from authorized person) | Position or office | Telephone number | Ext.

Certification | I, \_\_\_\_\_, certify that the information given on this form and in any document attached is, to the best of my knowledge, correct and complete. | Signature of authorized person | Telephone number | Ext. | Date (YYYY-MM-DD)



## Instructions for completing page 1

<b>1. Account number</b>	If you are already registered for GST/HST, payroll tax or corporate tax, your business number is the first nine digits of your account number. If you do not have any of these accounts, you should complete a Form RC1, <i>Request for a Business Number (BN)</i> , to register for a business number.
<b>2. Language of communication</b>	Check the appropriate box.
<b>3. Fiscal year end</b>	Enter the fiscal year end of your company. For the purpose of this program, a calendar month end would be required.
<b>4. Business name/operating name</b>	Enter the legal and operating name of the individual or company of the business.
<b>5. Business address and mailing address</b>	Enter the business address and mailing address (if different).
<b>6. Location of books and records</b>	Indicate the address of the location of the books and records.
<b>7. Type of exporter</b>	Select from the following categories: (a) You are both the manufacturer and the exporter. (b) You acquire first manufactured SL products and you are the legal exporter. (c) Indicate if your business is excluded from the application of the Softwood lumber products export charge. (d) You are exporting remanufactured softwood lumber products. (e) If not related to (a) – (d) and you are not sure which one to apply, please contact Surrey TC.
<b>8. Origin of the softwood lumber products exported</b>	Based on the definition below, indicate the region(s) of origin of the softwood lumber products that you are exporting to the U.S. Region of origin means the location of the facility where the softwood lumber product is first produced, with the following exceptions: (a) the region of origin of softwood lumber products first produced in the Maritime provinces from logs harvested in a non-Maritime province would be the region where the log was harvested; and (b) the region of origin of softwood lumber products first produced in the Yukon, the Northwest Territories or Nunavut (the Territories) from logs harvested outside the Territories would be the region where the log was harvested.
<b>9. Multiple mills or regions</b>  Multiple mills means that your business operates several facilities that are transforming logs into first manufactured softwood lumber products	Indicate whether you operate more than one mill and whether these mills operate in more than one region.
<b>10. Filing</b>	Each registrant has to file a monthly return. Should you operate multiple sites, please refer to filing options on Form B253-2, <i>Registration Supplement – Multiple Regions or Mills</i> .
<b>11. Security required</b>	You will find Notice SWLN4 under the "Notices to exporters" topic on the CRA website at <a href="http://www.cra-arc.gc.ca/tx/bsnss/tpcs/swl/ntcs/menu-eng.html">www.cra-arc.gc.ca/tx/bsnss/tpcs/swl/ntcs/menu-eng.html</a> .
<b>Contact name and telephone number</b>	If different from the authorized person, enter the name and the phone number of the person who may be contacted if more information is required.
<b>Certification</b>	An authorized person must sign the registration form certifying that the information provided is correct and complete.
Should you have any questions about registration, please visit our website at <a href="http://www.cra.gc.ca/softwood">www.cra.gc.ca/softwood</a> or contact us, toll free (Canada & United States), at 1-800-935-0313 (English) or 1-800-935-0340 (French). Fax number 604-585-5772.	
<b>Note</b> After registration, you are required to notify the Canada Revenue Agency in writing of any changes or additions to the information provided on Form B253, <i>Softwood Lumber Products Export Charge – Registration Form</i> .	

Complete and mail your form to: **Surrey Tax Centre**  
**9755 King George Boulevard**  
**Surrey BC V3T 5E1**