

TO ALL CLIENTS OF THE MANITOBA COMPANIES OFFICE

Companies Office offers “expedited service” to its clients. This means you can request the processing of documents or the production of certificates, copy work or file summaries within the following time frames:

- If your request for “expedited service” is received before 11:00 a.m. your documents will be ready by 11:00 a.m. the next working day (same day service will normally no longer be offered).
- Name Reservations have different “expedited service” standard. For more information please click on:
https://direct.gov.mb.ca/coohtml/html/internet/en/coo_guidelines.html#whatisexpedited
- A *Request for Service* will be required when **filing all documents** on an expedited basis (i.e. including Business Names Registrations). This form has been modified to include a section that must be completed when requesting expedited service (section E). This form is also available on our website at:
http://www.companiesoffice.gov.mb.ca/forms/request_for_service_e.pdf
- When filing registration documents together with a name reservation, expedited service on the registration documents will commence after the name reservation has been approved.

The fee for “expedited service” will be double the prescribed fee to a **maximum additional \$200.00 per document.**

Example 1: you are filing Articles of Incorporation and require a Certificate of Status

Articles of Incorporation	\$350.00
Expedited service charge on Articles	\$200.00
Certificate of Status	\$ 40.00
Expedited service charge on status	\$ 40.00
Total	\$630.00

Example 2: you are filing Articles of Revival and 3 Annual Returns

Articles of Revival	\$120.00
Expedited service charge on Articles	\$120.00
3 Annual Returns @ \$50.00 each	\$150.00
No expedited service charge on Annual Returns (see below)	
Total	\$390.00

Expedited service **does not apply** to the following:

- Annual Returns
- Certificates of Search
- Personal searches of a file

In order to help you determine whether you need to request expedited service when filing documents, we are now posting our processing dates on our website at <http://www.companiesoffice.gov.mb.ca/processing.html>. This information will be updated daily.