

Date :

**A. REGISTRATION**

NAME OF ORGANIZATION:

**PAYROLL REPRESENTATIVE**

Please list a Payroll Representative for your organization. The Payroll Representative receives all member publications & communications from the CPA, and has voting privileges for your organization's membership.

**Has the Payroll Representative ever taken courses or been a member of the CPA?**

Yes CPA NUMBER:   No

FIRST NAME:   
 LAST NAME:   
 TITLE:

**ORGANIZATION ADDRESS**

STREET:   
 CITY:  PROVINCE:   
 POSTAL CODE:   
 TEL:  EXT.   
 FAX:   
 EMAIL:

LANGUAGE PREFERENCE:  English  French

**SECOND PAYROLL REPRESENTATIVE (no additional cost – included with membership)**

Please list a second payroll representative for your organization. The second payroll representative receives all member publications and communications from the CPA. Alternatively, check the box below.

We do NOT require a Second Payroll Representative.

**Has the Second Payroll Representative ever taken courses or been a member of the CPA?**

Yes CPA NUMBER:   No

FIRST NAME:   
 LAST NAME:   
 TITLE:

**ORGANIZATION ADDRESS (if different from above)**

STREET:   
 CITY:  PROVINCE:   
 POSTAL CODE:   
 TEL:  EXT.   
 FAX:   
 EMAIL:

LANGUAGE PREFERENCE:  English  French

**ADDITIONAL REPRESENTATIVES**

Additional Representatives receive all printed member communications. However, they do not have voting privileges. Please attach a separate sheet if adding more than one Additional Representative.

**Note: Each Additional Representative costs \$130.00 plus applicable taxes.**

**Has the Additional Representative ever taken courses or been a member of the CPA before?**

Yes CPA NUMBER:   No

FIRST NAME:   
 LAST NAME:   
 TITLE:

**ORGANIZATION ADDRESS (if different from above)**

STREET:   
 CITY:  PROVINCE:   
 POSTAL CODE:   
 TEL:  EXT.   
 FAX:   
 EMAIL:

LANGUAGE PREFERENCE:  English  French

**B. MEMBERSHIP DUES**

Number of employees	Membership Fee
<input type="checkbox"/> < 10 Employees <input type="checkbox"/> 10-19 <input type="checkbox"/> 20-49 <input type="checkbox"/> 50-99 <input type="checkbox"/> 100-199	<b>\$275.00</b>
<input type="checkbox"/> 200-499 <input type="checkbox"/> 500-599	<b>\$440.00</b>
<input type="checkbox"/> 600-999	<b>\$655.00</b>
<input type="checkbox"/> 1000-1599	<b>\$830.00</b>
<input type="checkbox"/> 1600 and up	<b>\$935.00</b>
If registering <b>Additional Representative(s)</b> please indicate the number to be registered and calculate the appropriate dues.	\$130.00 x <input type="text"/> = <input type="text"/> \$

**TOTAL PAYMENT:**

Total Membership Fee:

+ Taxes\*:

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**Total:**

\*Taxes are based on the preferred mailing address:

Province	GST	HST	QST
AB, BC, MB, NT, NU, SK, YT	5%		
ON		13%	
NB, NL, NS, PE		15%	
QC	5%		9.975%

**GST/HST # R100769918 / QST# 1013458720**

**C. DEMOGRAPHICS**

**PAYROLL JURISDICTION**  
> Check all applicable

- CODE
- 301  Alberta
  - 302  British Columbia
  - 303  Manitoba
  - 304  New Brunswick
  - 305  Newfoundland & Labrador
  - 306  Northwest Territories
  - 307  Nova Scotia
  - 308  Nunavut
  - 309  Ontario
  - 310  Prince Edward Island
  - 311  Quebec
  - 312  Saskatchewan
  - 313  Yukon
  - 314  United States
  - 315  International

**CORPORATE CLASSIFICATION**  
> Check all applicable

- CODE
- 101  Agriculture, Forestry, Fishing, Hunting
  - 102  Manufacturing
  - 103  Public Administration: Municipalities, Cities and other forms of Government
  - 104  Construction
  - 105  Retail Trade
  - 106  Wholesale Trade
  - 107  Information & Cultural Industries
  - 108  Utilities
  - 109  Transportation, Distribution, and Warehousing
  - 110  Finance & Insurance
  - 111  Administrative Support, Waste Mgmt, Remediation Services
  - 112  Arts, Entertainment, Recreation
  - 113  Personal/Household Services
  - 114  Health Care & Social Assistance
  - 115  Educational Services
  - 116  Accommodation & Food Services
  - 117  Logging/Forestry
  - 118  Not-For-Profit & Charitable
  - 119  Professional, Scientific & Technical Services: Consulting, Accounting, Engineering
  - 121  Student
  - 122  Information Technology
  - 123  Management of Companies & Enterprises
  - 124  Mining, Quarrying, and Oil & Gas Extractopm
  - 125  Real Estate, Rental & Leasing
  - 120  Other - Please Specify Below

**D. HOW DID YOU HEAR ABOUT THE CPA?**

> Check all applicable

- CODE
- 400  Word of Mouth
  - 401  CPA's PDS Seminars
  - 402  CPA's website www.payroll.ca
  - 403  DIALOGUE Magazine
  - 404  National Payroll Week event
  - 405  Trade Show- specify:
  - 406  Certification Programs
  - 407  Payroll Service Provider
  - 408  Other:

**PAYMENT INFORMATION (Please choose one)**

AMOUNT ENCLOSED: \_\_\_\_\_

CHEQUE  MONEY ORDER

**Payable to:** The Canadian Payroll Association

CREDIT CARD (Visa MC AMEX)

CREDIT CARD NUMBER:

EXPIRY DATE: MM  YY

CARDHOLDER'S NAME:

CARDHOLDER'S SIGNATURE: \_\_\_\_\_

**Mail:** CPA National Office  
1600-250 Bloor Street East, Toronto, ON M4W 1E6  
**Fax:** 416-487-3384

**For Assistance:** email: membership@payroll.ca  
Phone: 416-487-3380 / 1-800-387-4693 ext: 118

The CPA reserves the right to change prices and/or product/service entitlements without notice.

**Cancellation and Transfer:** No refunds will be granted for cancelled memberships. Membership is not transferable between individuals and companies.

**NSF Cheques:** A \$25 charge will be applied to cheques that are turned due to "Not Sufficient Funds" (NSF) or stopped payment. The CPA may withhold further services until payment of the NSF charge is received.

**Privacy Policy**

We do not disclose personal information to any third-parties. Read our full Privacy Policy at: [payroll.ca/CPA/disclaimer](http://payroll.ca/CPA/disclaimer).

You receive all CPA communications that you elected in your subscription preferences under [My Profile](#) at [payroll.ca](http://payroll.ca).