

# Document Certification

**Markham Board of Trade is a recognized Chamber of Commerce and offers the services of a Commissioner of Oaths for Notarization and Certification of Documents with Chamber stamps.**

## Types of Documents Processed

- Certificate of Origin
- Invoices and other Shipping Documents
- Visa requests (application must be made in person, with 2 photo IDs)
- Letter of Authentication (Articles of incorporation required)
- Letter of Confirmation for Good Standing (MBT members only)
- Letter of Introduction (MBT members only)
- Agent/ Representational Agreement (on company letter)
- Certificates of Composition/Analysis (on company letter)

## Fees

Members - \$16 per set (includes GST)

Non-members - \$38 per set (includes GST)

## Hours

Monday to Friday, 9:30 a.m. - 4:30 p.m., by appointment only

## Contact

T 905-474-0730 Ext 12

Email [info@markhamboard.com](mailto:info@markhamboard.com)

**Visit our website [www.markhamboard.com](http://www.markhamboard.com) for important document certification information**

## Export Resources

### Bank of Canada

[www.bank-banque-canada.ca](http://www.bank-banque-canada.ca)

### Canada Business - Government Services for Entrepreneurs

[www.cbsc.org](http://www.cbsc.org)

### Canada Customs and Revenue Agency

[www.cra-arc.gc.ca](http://www.cra-arc.gc.ca)

### Canadian Chamber of Commerce

[www.chamber.ca](http://www.chamber.ca)

### Export Development Canada

[www.edc.ca](http://www.edc.ca)

### International Trade Canada Trade Commissioner Service

[www.infoexport.gc.ca](http://www.infoexport.gc.ca)

### Ontario Chamber of Commerce

[www.occ.on.ca](http://www.occ.on.ca)

### Ontario Exports Inc.

[www.ontarioexportsinc.com](http://www.ontarioexportsinc.com)

### Ontario Investment Services

[www.2ontario.com](http://www.2ontario.com)

### Ontario Ministry of Economic Development and Trade

[www.ontario-canada.com](http://www.ontario-canada.com)



**Markham**  
Board of Trade

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80F Centurian Drive, Suite 206,

Markham, ON L3R 8C1

T 905-474-0730 | F 905-474-0685

[www.markhamboard.com](http://www.markhamboard.com)