



BUSINESS INCENTIVE POLICY (BIP) BUSINESS

[] APPLICATION NEW BUSINESS OR [] UPDATE AN EXISTING BUSINESS

APPLICANT:

Business Name: _____
Ensure this exact name is used when bidding on GNWT contract opportunities in order to receive the applicable BIP bid adjustments.

Mailing Address: _____ E-mail Address: _____

Community: _____

Physical Address: _____ NT Postal Code: _____

Primary Contact Name: _____ Phone: _____ Fax: _____

Business Type: [] Sole Proprietorship [] General Partnership [] Corporation [] Co-operative

Categories of Goods and Services provided by the business - please indicate on attached appendix:
{ } Appendix A – **Goods** { } Appendix B – **Services** { } Appendix C – **Construction**

DOCUMENT REQUIREMENTS:

1. [] Northwest Territories (NWT) Corporate Registries Proof of Registration (required for all applicants)
2. [] NWT Corporate Registries Certificate of Compliance (required for all corporations)
3. [] NWT Business License issued by a community (must be current and for annual period)
4. [] NWT Proof of Property Ownership or Lease (for the property indicated on the application)
5. [] Share Register as outlined in Appendix D (required for all forms of Partnerships, Corporations, and Co-operatives)
6. [] NWT Proof of Residency for the last twelve months (required for majority shareholders of the business)

DECLARATION:

I, the undersigned, DO SOLEMNLY DECLARE that:

- a) I have read the *Government of the Northwest Territories (GNWT) Business Incentive Policy (BIP) 63.02*;
- b) The information provided in this application is true and correct. If I have misrepresented this or subsequent information in any way, this application will be rejected or disqualified. The period of disqualification may be temporary or permanent according to the decision of the BIP Qualification Committee;
- c) The business complies with and meets all conditions prescribed by law to conduct business in the Northwest Territories;
- d) I agree to maintain the eligibility requirements of the BIP. I will advise the applicable regional office of the Department of Industry, Tourism and Investment of any changes to my registration and provide additional information as may be required to confirm my continued eligibility under the BIP;
- e) The information contained in this application is subject to the *NWT Access to Information and Protection of Privacy Act (ATIPP)*. All information and records, including supporting documents, submitted to the GNWT are in the custody and control of the GNWT and thus subject to the applicable legislation with respect to public accounts as well as protection and disclosure provisions of the *ATIPP*;
- f) I consent to the business/contact names, address and categories of goods and services provided by the applicant being published at www.bipregistry.nt.ca; and
- g) I am authorized to conduct business in the NWT on behalf of the business named in this application.

_____	_____	_____	_____
Authorized Signature	Printed Name	Title	Date

Only complete documents will be accepted. There is a two-week waiting period from date of approval of new applications.

INSTRUCTIONS

APPLICANT:

1. **Business Name** is the legal entity name indicated on the Corporate Registries Proof of Registration document.
2. **Mailing Address** is the address where the business receives its mail. **E-mail Address** is that of the primary contact
3. **Community** is the name of the NWT community where the business is operating the business.
4. **Postal Code** for the mailing address of the business.
5. **Street Address** is the physical address and community of the business.
6. **Primary Contact Name** is the individual designated by the business to be the main point of contact.
7. **Phone/Fax** is the primary phone and fax number of the business.
8. **Business Type** is the organizational structure established to operate the business, such as Sole Proprietorship, Partnership, Corporation, or Co-operative.
9. **Categories** outlined in Appendix A, B or C identifies the general description of goods, services and/or construction provided by the business, for purchase by the general public. For goods, a site inspection will be conducted to confirm the public can purchase items directly, from a representative inventory offered for sale to the general public. It should be noted that the applicant is providing the list of **services and construction categories as information only**. Business services provided in the services or construction categories are qualified on a contract by contract basis by GNWT and public agencies.

DOCUMENT REQUIREMENTS:

1. **NWT Corporate Registries - Proof of Registration** is a document evidencing that the business meets this legal requirement to conduct business in the NWT. The document is available from the GNWT Legal Registries Division, telephone: 867-920-8987 or 1-877-743-3302. Visit www.justice.gov.nt.ca/en/business-registrations/ for additional information and online search options.
2. **NWT Corporate Registries - Certificate of Compliance** is a document evidencing that the business (corporations only) is in good standing with the legal requirement to file annual returns with GNWT Legal Registries Division noted above.
3. **NWT Business License** - is a document evidencing that the business has been licensed to conduct business in the NWT community indicated on the application. The document is issued by an NWT Municipal Corporation or where applicable, the GNWT Department of Municipal and Community Affairs, Consumer Services Division, telephone: 867-920-8059.
4. **NWT Proof of property ownership or lease** - is a document such as a current NWT land titles certificate or current lease agreement for the company covering the last twelve months, that evidences that the applicant operates from a bona fide place of business owned or leased from year to year (or for a longer term of years) in the NWT.
5. **Share Register** (as outlined in Appendix D) - is a document evidencing all shareholders and the Board of Directors of the business. The BIP requires that 51 percent of the voting shares are beneficially owned by NWT residents. An NWT resident is an individual who is ordinarily resident in the NWT and has been so resident for the last twelve months.
6. **NWT Proof of Residency** – for majority shareholder(s) (minimum total 51 percent) is a document such as a current NWT Driver's License **OR** General Identification Card (GIC) issued at least 12 months prior to application date **OR** T2222 Notice of Assessment from Canada Revenue for the last taxation year **OR** a current NWT land titles certificate **OR** current lease agreement in the name of the individual evidencing NWT residency for the last twelve months. In the

DECLARATION:

The individual making this declaration is the individual that has been authorized to obligate the business or to assume responsibility on behalf of the business. Without this signature, the application will be considered incomplete and returned to the applicant.

APPENDIX A BIP REGISTRY – GOODS CATEGORIES

Definition of Goods: means, in relation to procurement, moveable property (including the costs of installing, operating, maintaining or manufacturing such moveable property) and includes raw materials, products, equipment and other physical objects of every kind and description whether in solid, liquid, gaseous or electronic form, unless they are procured as part of a general construction contract.

NWT Supplier - a supplier of goods to which the general public has access and from which the general public can purchase directly from a representative inventory of items offered for sale.

Local Supplier – is an NWT Supplier, which is and has been for the six months prior to application, a supplier of goods in the local community to which the public has access and from which the public can purchase directly from a representative inventory of items offered for sale.

Businesses applying for supplier status must identify from the following list, the goods inventoried by the business and submit Appendix A by selecting which category(s) that best describes the goods sold by the business. A site inspection will be conducted to confirm the public can purchase these items directly, from a representative inventory offered for sale. Category codes assigned based on dominant Government of Canada Goods and Services Identification Number (GSIN) in the grouping.

[] ADVERTISING EQUIPMENT/SUPPLY (Signs; display units; banners; pens; cups)	99	[] COMPUTER EQUIPMENT/SUPPLY (Software; printers; hardware; disks; diskettes; cartridges; plotters)	70
[] AIR CONDITIONING/VENTILATING EQUIPMENT (Fans; air-conditioning equipment & parts; ventilation systems)	41	[] CONTAINERS & PACKING EQUIP/SUPPLY (Drums; cans; boxes; cartons; crates)	81
[] AIRCRAFT EQUIPMENT/SUPPLY (Components; navigational aids)	15	[] EDUCATIONAL/TRAINING AIDS EQUIPMENT/SUPPLY (Training aids; curriculum material; supplies)	69
[] ANIMALS/RELATED EQUIPMENT/SUPPLY (Live animals; pet shops; pet supplies; food)	88	[] ELECTRICAL EQUIPMENT/SUPPLY (Fuses; circuit breakers; switches; relays; solenoids; coils; transformers; electrical wire)	59
[] APPLIANCES, MAJOR EQUIPMENT/SUPPLY (Refrigerators; ranges; washers; dryers; dishwashers; freezers)	72	[] ENTERTAINMENT/ELECTRONIC EQUIPMENT/SUPPLY (Musical instruments & parts; audio tapes; video tapes; recording equipment; televisions; stereos)	77
[] APPLIANCES, SMALL EQUIPMENT/SUPPLY (Coffee makers; vacuum cleaners; juicers; microwaves)	73	[] EXPLOSIVES (Dynamite; blasting caps)	13
[] ARTS & CRAFTS EQUIPMENT/SUPPLY (Carvings; paintings; baskets; artist tools)	75	[] FIRE/RESCUE/SAFETY EQUIPMENT/SUPPLY (Fire retardant; hoses; reels; hydrants; sprinkler heads; extinguishers; protective gear; smoke detectors; first aid kits)	42
[] ATHLETIC/RECREATIONAL EQUIPMENT/SUPPLY (Sports; golf clubs; playground equipment; fishing tackle;	78	[] FLOOR COVERING EQUIPMENT/SUPPLY (Carpets; linoleum; tiles; contact cement)	72
[] AUTOMOBILES (Passenger vehicles; trucks; vans; service trucks)	23	[] FLORIST/FLORAL EQUIPMENT/SUPPLY (Flowers; vases; bouquet)	87
[] AUTOMOBILE EQUIPMENT/SUPPLY (Filters; antifreeze; air fresheners; spark plugs; engines; tires; accessories)	25	[] FOOD/BEVERAGE EQUIPMENT/SUPPLY (Meat, poultry; fish; seafood; dairy; eggs; fruit; vegetables; bakery; candy; coffee; tea; pop)	89
[] BEVERAGES, ALCOHOL EQUIPMENT/SUPPLY (Beer; ale; cider; wine; liquor; liqueurs; beer kits)	89	[] FOOTWEAR (Boots; shoes; sandals; slippers)	84
[] BUILDING CONSTRUCTION MATERIALS (Concrete; cement; window glass; wallboard; insulation; roofing & siding materials; fencing)	56	[] FORESTRY EQUIPMENT/SUPPLY (Tree pruning equipment; chainsaws; tree felling equipment)	36
[] CHEMICALS (Calcium chloride; lime; dyes; sodium chloride; pesticides; de-icer)	68	[] FUELS, GASES, OILS EQUIPMENT/SUPPLY (Firewood; gasoline; fuel; oils; grease; propane; diesel; aviation fuel; gases; oxygen; helium; carbon dioxide; nitrogen)	91
[] CLEANING EQUIPMENT/SUPPLY (Polishers; brooms; brushes; mops; cleaning & polishing compounds; detergent)	79	[] FUNERAL/BEREAVEMENT EQUIPMENT/SUPPLY (Caskets; headstones; memorial cards)	99
[] CLOTHING (Outerwear; rainwear; personal wear; sportswear; uniforms)	84	[] FURNITURE - RESIDENTIAL/COMMERCIAL (Residential; industrial; office furniture; hospital; cabinets; tables; chairs; beds; dressers; desks)	71
[] COMMUNICATION EQUIPMENT/SUPPLY (Telephones; radios; transceivers; audio systems; public address systems; paging systems; beacons)	58		

APPENDIX A
BIP REGISTRY – GOODS CATEGORIES

[] GAMES/TOYS EQUIPMENT/SUPPLY (Board games; children's toys)	78	[] MOTORS/GENERATORS EQUIPMENT/SUPPLY (Generator sets; motors)	61
[] GEOTEXTILES EQUIPMENT/SUPPLY (Specialty road construction material; geotextiles; geomembranes)	83	[] NONMETAL MATERIALS EQUIPMENT/SUPPLY (Paperboard; plastics; fiberglass)	93
[] GIFTS/SOUVENIRS EQUIPMENT/SUPPLY (Figurines; souvenirs; glassware)	99	[] OFFICE EQUIPMENT/SUPPLY (Paper; envelopes; ribbons; pens; stationery; forms; calculators; drafting supplies; facsimile equipment; photocopying equipment)	75
[] HARDWARE/TOOLS EQUIPMENT/SUPPLY (Hand tools; power tools; work gloves; hammers; saws; nails; fasteners; chainsaws; drills)	51	[] PAINTING/DECORATING EQUIPMENT/ SUPPLY (Paint; varnishes; coatings; adhesives; brushes; wallpaper)	80
[] HEATING EQUIPMENT/SUPPLY (Heaters; woodstoves; fireplaces; boilers)	45	[] PHOTOGRAPHY EQUIPMENT/SUPPLY (Cameras; film; flashes; video cameras)	67
[] HEAVY CONSTRUCTION EQUIPMENT (Bulldozers; excavators; graders; loaders; caterpillar accessories)	38	[] PLUMBING/SANITATION EQUIPMENT/SUPPLY (Plumbing fixtures; pipes; toilets; elbows; ductwork)	45
[] HOBBY/CRAFT EQUIPMENT/SUPPLY (Silk flowers; glue; molds; Styrofoam forms; beads)	75	[] PREFABRICATED STRUCTURES/BUILDINGS (Prefabricated and portable buildings; sheds; greenhouses; log buildings; steel building dealers)	54
[] HOUSEWARES EQUIPMENT/SUPPLY (Bedding; linen; dishes; cutlery; tableware; glasses)	72	[] PROMOTIONAL ITEMS EQUIPMENT/SUPPLY (Trophies; crests; awards; ribbons; plaques)	99
[] INDUSTRIAL EQUIPMENT/SUPPLY (Pumps; compressors; pipes; hosing; tubing; bearings; valves; ropes; chains; cables; culverts; slings; winches, hoists, cranes; derricks)	39	[] PUBLICATIONS/BOOKS/MAPS/SUPPLY (Books; pamphlets; newspapers; periodicals; maps; Atlases; printing supplies)	76
[] INSTRUMENTS/SURVEYING EQUIPMENT/SUPPLY (Soil testing instruments; drafting; thermography units; surveying; mapping instruments)	66	[] RECREATIONAL VEHICLES (Snowmobiles; motorcycles; bicycles; motor homes)	23
[] JEWELLERY EQUIPMENT/SUPPLY (Necklaces; earrings; rings; bracelets)	99	[] RECREATIONAL VEHICLE EQUIPMENT/SUPPLY (Belts; tracks; seats; oil; spark plugs)	25
[] LANDSCAPING/AGRICULTURAL EQUIP/SUPPLY (Gardening implements; tools; mowers; seeds; manure; fertilizer; snowblower; topsoil; rakes)	37	[] ROAD CONSTRUCTION MATERIAL/SUPPLY (Culverts; sand; gravel; asphalt; aggregate)	56
[] LIGHTING EQUIPMENT/SUPPLY (Indoor & outdoor lighting; flashlights; lanterns; lamps; ballasts)	60	[] ROCK SAMPLES EQUIPMENT/SUPPLY (Rock samples; prospecting equipment; picks; pans)	66
[] LUGGAGE/PORTFOLIOS/BRIEFCASES SUPPLY (Luggage; portfolios; briefcases)	84	[] SECURITY & ALARM EQUIPMENT/SUPPLY (Alarms; locks; locksmithing devices)	63
[] LUMBER/PLYWOOD EQUIPMENT/SUPPLY (Lumber; wood flooring; logs; plywood; veneer)	55	[] SOLAR EQUIPMENT/SUPPLY (Panels; cells; storage batteries)	61
[] MARINE EQUIPMENT/SUPPLY (Marine hardware and hull items; GPS; life jackets; outboard motors)	20	[] SPECIAL INDUSTRY EQUIPMENT/SUPPLY (Tanning & Leather Working; sawmill machinery; laundry & dry cleaning; vending machines; material handling equipment; forklifts)	36
[] MARINE VESSELS (Boats; canoes; pontoons; floating docks)	19	[] TANKS: SEWAGE/WATER/FUEL EQUIP/SUPPLY (Septic tanks; holding tanks; utilidors)	54
[] MEDICAL/SURGICAL EQUIPMENT/SUPPLY (Equipment, supplies, apparatus and instruments used in diagnostic, surgical, therapeutic, scientific, and experimental procedures)	65	[] TEXTILES/LEATHER/FURS/FABRIC SUPPLY (Textiles; fabrics; yarn; notions; buttons; furs; leather)	83
[] METALWORKING EQUIPMENT/SUPPLY (Bars; rods; plate & steel sheets; structural shapes; metal fabrication; welding supplies)	34	[] TOILETRIES/PAPER EQUIPMENT/SUPPLY (Perfumes; shampoo; combs; hairbrush; toiletry paper products)	85
[] MILLWORK EQUIPMENT/SUPPLY (Windows; doors; frames; trusses; cabinets)	55	[] WATER PURIFICATION EQUIPMENT/SUPPLY (Water distillers; filters)	46
[] MOBILE HOMES/TRAILERS/HOUSES (Mobile trailers, houses)	54	[] WEAPONS/AMMUNITION EQUIP/SUPPLY (Guns; ammunition; accessories)	10
		[] WINDOW COVERINGS EQUIPMENT/SUPPLY (Drapes; blinds; curtains)	72

APPENDIX B BIP REGISTRY – SERVICE CATEGORIES

Services - means all services and includes but is not limited to, the following: accounting, accommodations, transportation, rentals, insurance, permits, printing, fees and legal, architectural, engineering, consulting or custodial.

Categories to be listed for reference on the BIP Registry only, listing not required for application of BIP adjustment.

- | | |
|--|---|
| <input type="checkbox"/> ACCOMODATIONS/ MEALS | <input type="checkbox"/> COMPUTER INTERNET/ WEBPAGE |
| <input type="checkbox"/> ADVERTISING | <input type="checkbox"/> COMPUTER SOFTWARE/ DRAFTING |
| <input type="checkbox"/> AIR CONDITIONING/ VENTILATION | <input type="checkbox"/> COMPUTERS TRAINING |
| <input type="checkbox"/> AIRCRAFT CHARTERS/ FLIGHTS | <input type="checkbox"/> CONCRETE/ CEMENT WORK |
| <input type="checkbox"/> AIRPORT GROUND | <input type="checkbox"/> CONFERENCE PLANNING |
| <input type="checkbox"/> ALTERNATIVE CUSTODY CENTRE | <input type="checkbox"/> CONSULTING SERVICES – GENERAL |
| <input type="checkbox"/> AMBULANCE SERVICES | <input type="checkbox"/> CONVENIENCE STORE |
| <input type="checkbox"/> ARCADES | <input type="checkbox"/> CUSTODIAL CAMPGROUND |
| <input type="checkbox"/> ARCHITECTURAL CONSULTING | <input type="checkbox"/> CUSTOM PICTURE FRAMING |
| <input type="checkbox"/> AUCTIONEERING | <input type="checkbox"/> DENTAL SERVICES |
| <input type="checkbox"/> AUDIO/ SOUND PRODUCTION/ REPRODUCTION | <input type="checkbox"/> DESIGN/ GRAPHIC/ ARTWORK |
| <input type="checkbox"/> AUTOMOTIVE CLEANING SERVICES | <input type="checkbox"/> DIGITAL/ REMOTE SENSING |
| <input type="checkbox"/> BANKING | <input type="checkbox"/> DISPLAY SERVICES |
| <input type="checkbox"/> BEAUTICIAN/ BARBER | <input type="checkbox"/> DIVING & SALVAGE |
| <input type="checkbox"/> BLASTING CONTRACTOR | <input type="checkbox"/> DOCUMENT REPRODUCTION |
| <input type="checkbox"/> BOARDING HOME | <input type="checkbox"/> DREDGING SERVICES |
| <input type="checkbox"/> BOAT/ WATER TOURS | <input type="checkbox"/> DRILLING CONTRACTOR |
| <input type="checkbox"/> BUILDING INSPECTION | <input type="checkbox"/> DRY CLEANING & LAUNDRY |
| <input type="checkbox"/> BUILDING MAINTENANCE | <input type="checkbox"/> DRYWALL/ PLASTERING |
| <input type="checkbox"/> BULK DRY TRUCKING (sand, gravel) | <input type="checkbox"/> DUCTWORK CONTRACTOR |
| <input type="checkbox"/> BULK LIQUID TRUCKING (water, sewer) | <input type="checkbox"/> EARTHMOVING/ EXCAVATING/ BULLDOZING |
| <input type="checkbox"/> BUS SERVICES | <input type="checkbox"/> EAVSTROUGHING SERVICES |
| <input type="checkbox"/> CABINET MAKING | <input type="checkbox"/> EDUCATIONAL/ TRAINING |
| <input type="checkbox"/> CARPENTRY | <input type="checkbox"/> ELECTRICAL CONTRACTOR |
| <input type="checkbox"/> CARTRIDGE RECYCLING | <input type="checkbox"/> ELEVATOR INSTALLATION |
| <input type="checkbox"/> CAULKING CONTRACTOR | <input type="checkbox"/> EMBROIDERY SERVICES |
| <input type="checkbox"/> CHILD CARE/ PROTECTION/ SHELTER | <input type="checkbox"/> ENERGY MANAGEMENT |
| <input type="checkbox"/> CHIMNEY/ DUCT CLEANING | <input type="checkbox"/> ENGINEERING CONSULTING |
| <input type="checkbox"/> CLEANING/ JANITORIAL | <input type="checkbox"/> ENGRAVING SERVICE |
| <input type="checkbox"/> COFFEE CATERING | <input type="checkbox"/> ENTERTAINMENT |
| <input type="checkbox"/> COLLECTION/ INVESTIGATION AGENCY | <input type="checkbox"/> ENVIRONMENTAL/ ECOLOGICAL CONSULTING |
| <input type="checkbox"/> COMMUNICATION/ TELECOMMUNICATION | <input type="checkbox"/> FEES/ PAYMENTS |

**APPENDIX B
BIP REGISTRY – SERVICE CATEGORIES**

- | | |
|--|---|
| <input type="checkbox"/> FENCE CONSTRUCTION | <input type="checkbox"/> MAINTENANCE MANAGEMENT CONSULTING |
| <input type="checkbox"/> FINANCIAL/ ACCOUNTING/ BOOKEEPING | <input type="checkbox"/> MAP REVISION/ REPRODUCTION |
| <input type="checkbox"/> FIRE EQUIPMENT TESTING | <input type="checkbox"/> MARINE MOORING |
| <input type="checkbox"/> FIRE SPRINKLER INSTALLATION | <input type="checkbox"/> MARINE VESSEL CONSTRUCTION |
| <input type="checkbox"/> FIRST AID TRAINING | <input type="checkbox"/> MARKETING CONSULTING |
| <input type="checkbox"/> FISHERIES/ WILDLIFE | <input type="checkbox"/> MARTIAL ARTS TRAINING |
| <input type="checkbox"/> FLOOR COVERING | <input type="checkbox"/> MASONRY/ BRICKLAYING |
| <input type="checkbox"/> FLYING SCHOOL | <input type="checkbox"/> MATERIAL MANAGEMENT CONSULTING |
| <input type="checkbox"/> FOOD CATERING | <input type="checkbox"/> MECHANICAL CONTRACTOR |
| <input type="checkbox"/> FOOD/ NUTRITION CONSULTING | <input type="checkbox"/> MEDEVAC PERSONNEL |
| <input type="checkbox"/> FORESTRY | <input type="checkbox"/> MEDIATION/ ARBITRATION |
| <input type="checkbox"/> FREIGHT/ CARGO/ MOVING | <input type="checkbox"/> MEDICAL SERVICES (physician/ doctors) |
| <input type="checkbox"/> FUEL DISTRIBUTION/ UTILITY SERVICES | <input type="checkbox"/> MENTAL HEALTH |
| <input type="checkbox"/> FUNERAL/ BEREAVEMENT | <input type="checkbox"/> MICROGRAPHIC/ MICROFICHE |
| <input type="checkbox"/> GAS SYSTEM CONTRACTOR | <input type="checkbox"/> MINING/ PROSPECTING |
| <input type="checkbox"/> GENERAL CONTRACTING | <input type="checkbox"/> NEWSPAPER/ MAGAZINE/ SUBSCRIPTIONS |
| <input type="checkbox"/> GLASS & GLAZING | <input type="checkbox"/> NURSING CARE |
| <input type="checkbox"/> HAZARDOUS WASTE DISPOSAL | <input type="checkbox"/> OPTOMETRY/ OPHTHALMOLOGY |
| <input type="checkbox"/> HEALTH & WELFARE | <input type="checkbox"/> ORGANIZATIONAL/ DEVELOPMENT CONSULTING |
| <input type="checkbox"/> HEATING CONTRACTOR | <input type="checkbox"/> OUTFITTING |
| <input type="checkbox"/> HIGHWAY MAINTENANCE | <input type="checkbox"/> PACKAGING/ CRATING |
| <input type="checkbox"/> HOLDING COMPANY | <input type="checkbox"/> PAINTING/ DECORATING |
| <input type="checkbox"/> HUMAN RESOURCE PLANNING/ CONSULTING | <input type="checkbox"/> PAVING CONTRACTOR |
| <input type="checkbox"/> IMAGE/ DATA SCANNING | <input type="checkbox"/> PHARMACY/ DRUGSTORE |
| <input type="checkbox"/> INSULATION CONTRACTOR | <input type="checkbox"/> PHOTOGRAPHY/ PHOTOFINISHING |
| <input type="checkbox"/> INSURANCE AGENCY | <input type="checkbox"/> PILING CONTRACTOR |
| <input type="checkbox"/> INTERIOR DESIGN CONSULTING | <input type="checkbox"/> PLUMBING CONTRACTOR |
| <input type="checkbox"/> LABOUR | <input type="checkbox"/> PRINTING/ PRODUCTION |
| <input type="checkbox"/> LAND/ REAL ESTATE DEVELOPMENT | <input type="checkbox"/> PROJECT MANAGEMENT |
| <input type="checkbox"/> LANDSCAPING/ AGRICULTURAL | <input type="checkbox"/> PROPERTY APPRAISER |
| <input type="checkbox"/> LEATHER/ TANNING | <input type="checkbox"/> PROPERTY MANAGEMENT |
| <input type="checkbox"/> LEGAL SERVICES | <input type="checkbox"/> PUBLIC RELATIONS |
| <input type="checkbox"/> LIQUOR STORE | <input type="checkbox"/> QUALITY CONTROL CONSULTING |
| <input type="checkbox"/> LOCAL COURIER/ DELIVERY | <input type="checkbox"/> RADIO/ PHONE |
| <input type="checkbox"/> LOCKSMITH | <input type="checkbox"/> RADIO/ TELEVISION BROADCASTING |

**APPENDIX B
BIP REGISTRY – SERVICE CATEGORIES**

- | | |
|--|--|
| <input type="checkbox"/> REAL ESTATE AGENCY | <input type="checkbox"/> SOCIO-ECONOMIC CONSULTING |
| <input type="checkbox"/> RECORD MANAGEMENT | <input type="checkbox"/> SOLAR HEATING CONTRACTOR |
| <input type="checkbox"/> RECREATIONAL SERVICES | <input type="checkbox"/> STORAGE/ WAREHOUSING |
| <input type="checkbox"/> RECYCLING/ SHREDDING | <input type="checkbox"/> SURVEYING/ MAPPING/ DRAFTING |
| <input type="checkbox"/> REFINISHING/ REUPHOLSTERING | <input type="checkbox"/> TAILORING/ SEAMSTRESS |
| <input type="checkbox"/> REFRIGERATION SERVICES | <input type="checkbox"/> TAXI SERVICES |
| <input type="checkbox"/> REMEDIATION SERVICES
(ENVIRONMENTAL/ ENGINEERING CONSULTING) | <input type="checkbox"/> TAXIDERMIST SERVICES |
| <input type="checkbox"/> REMEDIATION SERVICES
(HAZARDOUS SUBSTANCE REMOVAL, CLEANUP,
DISPOSAL OPERATION SUPPORT) | <input type="checkbox"/> TECHNICAL SERVICES |
| <input type="checkbox"/> REMEDIATION SERVICES
(NORTHERN CONTAMINATED SITE ENVIRONMENTAL
CLEANUP WORK/ SERVICES) | <input type="checkbox"/> TELEPHONE ANSWERING/ PAGING |
| <input type="checkbox"/> RENOVATION SERVICES | <input type="checkbox"/> THERAPEUTIC SERVICES |
| <input type="checkbox"/> RENTAL & LEASING: APPLIANCES | <input type="checkbox"/> TOURISM SERVICES |
| <input type="checkbox"/> RENTAL & LEASING: COMMERCIAL SPACE | <input type="checkbox"/> TOWING SERVICES |
| <input type="checkbox"/> RENTAL & LEASING: ENTERTAINMENT | <input type="checkbox"/> TRAINING SERVICES |
| <input type="checkbox"/> RENTAL & LEASING: EQUIPMENT | <input type="checkbox"/> TRANSLATION/ INTERPRETATION |
| <input type="checkbox"/> RENTAL & LEASING: RESIDENTIAL SPACE | <input type="checkbox"/> TRAVEL AGENCY SERVICES |
| <input type="checkbox"/> RENTAL& LEASING: VEHICLES | <input type="checkbox"/> UTILITY SERVICES |
| <input type="checkbox"/> REPAIR & MAINTENANCE: APPLIANCES | <input type="checkbox"/> VETERINARY SERVICES |
| <input type="checkbox"/> REPAIR & MAINTENANCE: EQUIPMENT | <input type="checkbox"/> VIDEO/ FILM/ MOVIE PRODUCTION |
| <input type="checkbox"/> REPAIR & MAINTENANCE: VEHICLES/ ENGINES | <input type="checkbox"/> WATER DISTILLER SERVICES |
| <input type="checkbox"/> RESEARCH SERVICES | <input type="checkbox"/> WATER TRANSPORTATION |
| <input type="checkbox"/> RESTAURANT SERVICES | <input type="checkbox"/> WATERPROOFING BUILDING |
| <input type="checkbox"/> ROAD MAINTENANCE | <input type="checkbox"/> WEATHER FORECASTING/ PREDICTION |
| <input type="checkbox"/> ROAD TRANSPORTATION | <input type="checkbox"/> WELDING CONTRACTOR |
| <input type="checkbox"/> ROOFING/ SHINGLING | <input type="checkbox"/> WILDERNESS SURVIVAL |
| <input type="checkbox"/> SANDBLASTING | <input type="checkbox"/> WOODSTOVE/ FIREPLACE INSTALLATION |
| <input type="checkbox"/> SANITATION/ WASTE DISPOSAL | <input type="checkbox"/> WORD/ DATA PROCESSING |
| <input type="checkbox"/> SECRETARIAL/ CLERICAL | <input type="checkbox"/> WRECKING/ DEMOLITION |
| <input type="checkbox"/> SECURITY & ALARM | <input type="checkbox"/> WRITING SERVICES |
| <input type="checkbox"/> SERVING LEGAL DOCUMENTS | |
| <input type="checkbox"/> SIDING CONTRACTOR | |
| <input type="checkbox"/> SILVER/ GOLD PLATING | |
| <input type="checkbox"/> SNOW REMOVAL | |
| <input type="checkbox"/> SNOWMOBILE/ DOG TEAM TOURS | |

APPENDIX C
BIP REGISTRY – CONSTRUCTION CATEGORIES

Definition of Construction: means a construction, reconstruction, demolition, repair or renovation of a building, structure or other civil engineering or architectural work and includes site preparation, excavation, drilling, seismic investigation, the supply of products and materials, the supply of equipment and machinery if they are included in and incidental to the construction, and the installation and repair of fixtures of a building, structure or other civil engineering or architectural work, but does not include professional consulting services related to the construction contract unless they are included in the procurement.

Categories to be listed for reference on the BIP Registry only, listing not required for application of BIP adjustment.

- [] AIRPORT/ RUNWAY CONSTRUCTION (GENERAL)
- [] BUILDING CONSTRUCTION (GENERAL)
- [] MARINE CONSTRUCTION
- [] ROAD CONSTRUCTION SERVICES

Appendix D - Share Register (not required for Sole Proprietor or Schedule 3 Business)

Name of Business: _____
(As it appears on NWT Corporate Registries – Proof of Registration)

Note: If the business has more than four shareholders, please make extra copies of this Appendix as required.

I certify that the shareholder(s) of this business is/are as follows:

NAME OF ALL SHAREHOLDER(S)	COMPLETE ADDRESS OF ALL SHAREHOLDER(S)	NUMBER OF BENEFICIAL VOTING SHARES HELD (IN TERMS OF 100%)
1.		
2.		
3.		
4.		

Additional sheet(s) attached yes no

Printed Name

Signature

Current Date

Title
Director, Lawyer, Accountant or Other