

*To our valued customers,*

*Our clearance certificate is now available through the WSIB's website. Please read below to find out how the WSIB's new method allows contractors to pull clearance certificates at regular intervals.*

*To add us to your online contractor list you will need the following Account number # 3246108.*

*Note: our clearance certificate number is E2000000370D.*

### **Changes to clearances**

If you hire contractors, or you're a contractor yourself, the WSIB's online eClearance service lets you obtain your own clearances easily and effectively online — anytime you want.

In the past, getting a clearance took 24 to 48 hours because it needed to be issued by WSIB staff. Now, you can obtain one instantly.

To make clearances easier to use, we have made changes:

- We have shifted the focus from the concept of a certificate to the validity of a clearance number. This change will improve security throughout the system.
- Clearances are now valid for up to 90 days instead of 60.
- Predictable renewal dates will help you keep track of when clearances expire.
- Generic clearances have been discontinued in favour of specific clearances that show specific principal-contractor business relationships.

Clearances also have a new look. Here is a sample:



Clearance Certificate / Certificat de décharge

Contractor Legal / Trade Name / Appellation commerciale ou raison sociale de l'entrepreneur	Contractor Address / Adresse de l'entrepreneur	Contractor Classification Unit and Description / Unité de classification de l'entrepreneur et description	Principal Legal / Trade Name / Appellation commerciale ou raison sociale de l'entrepreneur principal	Principal Address / Adresse de l'entrepreneur principal	Clearance Certificate Number / Numéro du certificat de décharge	Validity period (dd-mm-yyyy) / Période de validité (jj/mm/aaaa)
JULIA	44 TAYLOR DR. THUNDER BAY, ON, P7K 1J9, CAN	6019-000: OTHER SPECIALTY FOOD STORES 6013-000: BAKERY PRODUCT STORES	123 ABC Inc	200 Front St W, Toronto, ON, M5V 3J1, CAN	W20000000NGJ	07-Jan-2011 to 19-May-2011
JULIA	44 TAYLOR DR. THUNDER BAY, ON, P7K 1J9, CAN	6019-000: OTHER SPECIALTY FOOD STORES 6013-000: BAKERY PRODUCT STORES	ABC 123 Ltd	200 Front St W, Toronto, ON, M5V 3J1, CAN	W20000000NGK	07-Jan-2011 to 19-May-2011

### **Specific numbers for each work relationship**

[eClearance](#) provides clearance numbers that are specific to the work relationship between a principal (the hiring party) and a contractor or sub-contractor (the party doing the work). You can check this number online, eliminating the possibility of clearances being altered, duplicated or used to falsify WSIB insurance status.

### **Contractor lists make generics obsolete**

If you're a principal, you can use [eClearance](#) to create contractor lists, which means all the contractors you work with can be pre-listed. Once they're listed, contractors in good standing can be automatically issued clearances on predictable renewal dates — eliminating the need for generic clearances or for you to manage the process.

### **Generic clearances no longer used**

Because of the contract list feature, and because of the advantages of specific clearances tied to work relationships, we no longer issue generic clearances.

Eliminating generics provides greater assurance for principals that their liabilities are covered, and will help better ensure the security of the clearance system for everyone. And at the end of the day, more security and improved compliance will help promote a level playing field for Ontario businesses and contractors alike.