

SMALL

BUSINESS

BC

# BUSINESS NAME REQUEST FORM

## ABOUT NAME REQUESTS

A Name Request is **required for the use of any name** (other than a person's given name) **as the name of a company** (proprietorship, partnership, society, cooperative or corporation).

The name request is the first step in the process of registering a business name with the Province of BC.

On completion of this form, Small Business BC will carry out a preliminary check for any name conflicts. Depending on this check, Small Business BC will then submit your name request to BC Registry Services.

Please note that BC Registry Services is responsible for the final approval of any name(s) you have chosen. Small Business BC therefore cannot guarantee the approval of any name(s) requested via the name registration service.

Once BC Registry has approved the name request the business name must be registered. Small Business BC offer a full Guided Registration Service for sole proprietorship and general partnership to help with this process.

Name request tips:

- Requests must include both a **distinctive** element (eg. "John Smith & Sons") and a **descriptive** element (eg. "Transportation Services") in the business name.
- Use of acronyms will increase the chance of a name conflict.

## CONTACT INFORMATION

Applicant Surname: ..... First Name & Initials: .....

Address: ..... City: .....

Postal Code: ..... Phone Number: .....

Email Address: ..... Contact Person Name: .....

## TYPE OF REQUEST

What type of business is the name request for?

☐ Corporation ☐ CCC ☐ Sole Proprietorship ☐ General Partnership ☐ Society ☐ Cooperative Association

Do you want to register under the New West Partnership Trade Agreement in the following jurisdictions?

ALBERTA: ☐ Yes ☐ No SASKATCHEWAN: ☐ Yes ☐ No

Is this request for a foreign corporation incorporated in any other province or country?

☐ No ☐ Yes If yes, enter jurisdiction: .....

## NAME REQUESTS

First Choice: .....

Second Choice: .....

Third Choice: .....

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# BUSINESS NAME REQUEST FORM

## COMPANY INFORMATION

Nature of Business:

.....  
.....

Additional Information:

.....  
.....

## CONFIRM SERVICE SELECTION

☐ **NAME REQUEST SUBMISSION**  
(\$50 + GST)

☐ **GUIDED REGISTRATION**  
(\$139 + GST)

☐ **TRADE REGISTRATION**  
(\$199 + GST)

### Acknowledgement of Understanding

All business names are approved by BC Registry Services, a division of the BC Ministry of Finance. I acknowledge that Small Business BC cannot guarantee the approval of any name submitted through this request service.

INITIAL:

.....

How did you find out about our service?

.....

Would you like to receive updates from Small Business BC via email? Sign up for:

☐ Monthly eNews

☐ Seminar Updates

☐ Events and Offers

Should you wish to unsubscribe from these lists at any time, email [feedback@smallbusinessbc.ca](mailto:feedback@smallbusinessbc.ca) or click the unsubscribe link in the footer of email.

## GENERAL DISCLAIMER

Feedback provided by Small Business BC and its employees is not to be taken as legal advice. Small Business BC assumes no liability due to actions taken by client as a result of feedback or commentaries. Reviews are not intended to be an endorsement, an evaluation or assessment of the viability of business success. Non-disclosure agreements are not signed; however, all confidentiality is assured.

Signature: ..... Date: .....

## CONTACT

## CLIENT SERVICES

604-775-5525 | 1-800-667-2272 | [askus@smallbusinessbc.ca](mailto:askus@smallbusinessbc.ca)

For Office Use Only:

Date:     /     /

Advisor:

Name Approval Number: NR