



Telephone: 1 877 526-1526  
[www.bcreg.ca](http://www.bcreg.ca)

Mailing Address: PO Box 9431 Stn Prov Govt  
Victoria BC V8W 9V3

Courier Address: 200 – 940 Blanshard Street  
Victoria BC V8W 3E6

Thank you for your request on how to reinstate your extraprovincial company under section 364.3 of the *Business Corporations Act* (the Act). See **Appendix A**, attached.

## WHO CAN APPLY?

This information package outlines the steps for a registrar-approved limited reinstatement of the registration of a foreign entity as an extraprovincial company by a related person. When the limitation period expires, the extraprovincial registration is cancelled.

**Note:** If the foreign entity is a limited liability company (LLC), a "related person" is defined as the LLC, or a manager or member of the LLC. If the foreign entity is not an LLC, a "related person" is the company, or a director, officer or shareholder of the company.

If the extraprovincial company owned land at the time of its cancellation, and the extraprovincial company is no longer active in its home jurisdiction (such as having been dissolved), that land escheats to the Crown under the *Escheat Act*.

For more information on Escheat claims see **Appendix B** and contact the Escheat office at 250-356-8819.

For an information package on how to apply for a registrar approved full reinstatement, please go to the Corporate Registry website [www.bcreg.ca](http://www.bcreg.ca) or contact us directly at 1 877 526-1526.



All steps need to be completed in the order shown.

## STEP ONE

The first step in reinstatement is to ensure the name of the foreign entity is available. As the name is no longer protected once it is cancelled, the original name may not be available for reinstatement. If that name is not available, the foreign entity may reserve and adopt an assumed name for use in B.C.

The Name Request form ([FORM NR](#), attached) allows you to make a maximum of three choices of names, in descending order of preference. The filing fee for this form is \$30.

**Note:** In the "Additional Information" section of the Name Request form, print or type the word "Reinstatement".

If the foreign entity is a federal corporation, then **Step One** can be omitted.

This information must be indicated in Item C on the Limited Reinstatement Application ([FORM 29 XCO](#), attached).

You can apply for the company's name in the following ways:

### ONLINE OPTIONS:

- Submit your Name Approval Request electronically through Name Requests Online at [www.bcregistrynames.gov.bc.ca](http://www.bcregistrynames.gov.bc.ca). Payment is by credit card. There is online information you can access to help you through the process. The fee to submit online is \$30.00 and a BC OnLine service fee of \$1.50.

### IN-PERSON OPTIONS:

- Visit your local Service BC Centre. Once you've paid the fee, they will submit your request to the Corporate Registry. For a location near you, go to [www.servicebc.gov.bc.ca](http://www.servicebc.gov.bc.ca).
- Visit your local OneStop service delivery location. Once you've paid the fee, they will submit your request to the Corporate Registry. User fees may apply. For a location near you, go to [www.bcbusinessregistry.ca](http://www.bcbusinessregistry.ca).

OneStop service delivery locations are able to assist with some business start-up information. Once your business has been established, the OneStop locations are a great source for business resource materials.

### MAILING OPTIONS

- Mail your Name Request form along with a cheque or money order for \$30.00 payable to the Minister of Finance, to:

Corporate Registry  
PO Box 9431 Stn Prov Govt  
Victoria BC V8W 9V3.

Reinstatement documentation cannot be processed until your foreign entity name has been approved and reserved.

**Note:** Once your name is approved, it is reserved for you for a period of 1 year plus 56 calendar days.

For further information regarding completion of your Name Request form, contact the Corporate Registry at 1 877 526-1526. Corporate Registry staff cannot provide legal or business advice.

## STEP TWO

### Step 2(A)

The applicant must publish in the British Columbia Gazette, notice that an application to reinstate the extraprovincial company for a limited period of time will be made to the registrar.

For information on the gazetting process, including the publication deadline date and the fees required, contact Crown Publications, [www.crownpub.bc.ca](http://www.crownpub.bc.ca).

Sample wording for the gazette notice for a Limited Reinstatement Application:

#### REINSTATEMENT APPLICATION

Take notice that a reinstatement application will be made to the registrar of companies to reinstate: *[insert extraprovincial company name]*, *[insert registration number]* for a limited period.

Dated at *[insert city]*, B.C., this *[insert day]* day of *[insert month]*, *[insert year]*. – *[insert name of person applying for gazette notice]*, *[insert relationship to extraprovincial company]*

A copy of the British Columbia Gazette publication containing your notice will be mailed to you by King's Printer.

Enter the publication date confirmed by King's Printer in Item G of the Limited Reinstatement Application ([FORM 29 xco](#), attached; see **Step Three**).

### Step 2(B)

The applicant must also mail a copy of the Notice to the last address shown as the mailing address of the registered office of the extraprovincial company or, if the mailing address is not shown, to the last address shown in the Corporate Register. This notice can be a copy of the notice placed in the British Columbia Gazette. A search to determine the last registered address can be made by contacting the Corporate Registry. BC OnLine clients can obtain a search online at [www.bconline.com](http://www.bconline.com).

In Item G of the Full Reinstatement Application ([FORM 29 xco](#), attached) enter the date you mailed this notice to the company's registered office.

## STEP THREE

The Limited Reinstatement Application ([FORM 29 xco](#), attached), is to be completed and submitted to the Corporate Registry for filing.

All filings must include the fees as follows:

Limited Reinstatement Application	\$ 350.00
Priority Service (optional)	\$ 100.00

All filings are processed on a first-come, first-served basis unless you pay an additional priority fee. If you wish the filing to be processed on a priority basis, an additional \$100 will be required. If the filing is being submitted on a priority basis, clearly indicate on both the envelope and the documentation that the submission is a priority.

**Note:** If the extraprovincial company was made historical within the last year due to failing to file annual reports, the company will be reinstated immediately. However, if the company was made historical for another reason, or it has been historical for over 1 year, the registration of the foreign entity as an extraprovincial company will not be reinstated until 21 days after the later of the two dates entered in Item G of the Limited Reinstatement Application. Filing the reinstatement application on a priority basis will not waive the 21-day waiting period if it applies.

A priority service is considered completed when the document is filed or the service request is completed. Turnaround is usually within 2 business days. If a priority document to be filed has errors and requires correction, then those corrections must be made and returned to this office as soon as possible to maintain priority status.

Send your documentation, with cheque or money order payable to the Minister of Finance, by mail to:

Corporate Registry  
PO Box 9431 Stn Prov Govt  
Victoria BC V8W 9V3

or by courier to:

Corporate Registry  
200 - 940 Blanshard Street  
Victoria BC V8W 3E6

## STEP FOUR

Once the Limited Reinstatement Application meets all requirements and has been filed, the registration of the foreign entity as an extraprovincial company will be reinstated for a limited period. Once the company is reinstated, the registrar will:

- Publish notice of the reinstatement, or extension on the King's Printer website, [www.bclaws.ca](http://www.bclaws.ca);
- Issue a certificate and, if requested to do so, a certified copy of the Limited Reinstatement Application for the extraprovincial company; and
- Provide a copy of the certificate to the applicant.

## ADDITIONAL INFORMATION

For information regarding completion of your documentation, contact the Corporate Registry at 1 877 526-1526. Corporate Registry staff cannot provide legal or business advice.

## CHECKLIST

### Limited Reinstatement by the Registrar

Make sure you have everything in order before you take the final step and submit your reinstatement documents for filing:

- ☐ An approved and reserved corporate name;
- ☐ Notice of Application for Reinstatement "Notice" has been published in the BC Gazette; and
- ☐ A notice of intent to reinstate has been mailed to the company's registered office address as listed with the Corporate Registry.

Send the following to BC Registries and Online Services:

- ☐ Limited Reinstatement Application ([FORM 29 xco](#)), completed and signed;
- ☐ Cheque or money order payable to the Minister of Finance for the total fees (as described on page 2), or authorization to debit your BC OnLine account.

## *Business Corporations Act* (SBC 2002) Chapter 57

### Part 2 – Incorporation

#### Division 2 – Corporate Names

##### [Section 22 – Reservation of name](#)

##### [Section 26 – Assumed names](#)

### Part 10 – Liquidation, Dissolution, and Restoration

#### Division 11 – Restoration and Reinstatement

##### [Section 364.1 – Reinstatement of registration of foreign entity as extraprovincial company](#)

##### [Section 364.2 – Registrar must reinstate](#)

##### [Section 364.3 – Limited reinstatement by registrar](#)

##### [Section 364.4 – Restrictions on reinstatement](#)

### Part 11 – Extraprovincial companies

#### Section 386 – Attorneys to be appointed

#### **Reservation of name**

- 22** (1) A person wishing to reserve a name for the purposes of this Act must apply to the registrar.
- (2) After receiving an application to reserve a name under subsection (1), the registrar may reserve the name for a period of 56 days from the date of reservation or any longer period that the registrar considers appropriate.
- (3) After receiving a request for the extension of a reservation of a name, the registrar may, if that request is received before the expiry of that reservation, extend that reservation for the period that the registrar considers appropriate.
- (4) The registrar must not reserve a name for the purposes of this section unless that name complies with the prescribed requirements and with the other requirements set out in this Division.
- (5) A name that the registrar for good and valid reasons disapproves contravenes the requirements set out in this Division.

#### **Assumed names**

- 26** (1) If the name of a foreign entity contravenes any of the prescribed requirements or any of the other requirements set out in this Division, the foreign entity must, if it wishes to be registered as an extraprovincial company, reserve an assumed name and section 22 applies.
- (2) If a foreign entity reserves an assumed name, the registrar may register the foreign entity as an extraprovincial company with its own name, if the foreign entity provides an undertaking to the registrar, in form and content satisfactory to the registrar, that it will carry on all of its business in British Columbia under that assumed name, and on such registration the extraprovincial company is deemed to have adopted the assumed name.
- (3) An extraprovincial company that has adopted an assumed name under this Act
- (a) must acquire all property, rights and interests in British Columbia under its assumed name,
  - (b) is entitled to all property, rights and interests acquired, and is subject to all liabilities incurred, under its assumed name as if the property, rights and interests and the liabilities had been acquired and incurred under its own name, and
  - (c) may sue or be sued in its own name, its assumed name or both.
- (4) No act of an extraprovincial company that has adopted an assumed name under this Act, including a transfer of property, rights or interests to or by it, is invalid merely because the act contravenes subsection (3) (a) of this section.
- (5) This section does not apply to a federal corporation.

#### **Reinstatement of registration of foreign entity as extraprovincial company**

- 364.1** (1) If the registration of a foreign entity as an extraprovincial company has been cancelled, a related person may apply to the registrar to reinstate the registration of a foreign entity as an extraprovincial company, but if the application is for reinstatement for a limited period, any person may make the application.
- (2) Before submitting an application to the registrar, the applicant must
- (a) publish in the Gazette notice of the application,
  - (b) mail notice of the application to the last address shown in the corporate register as the address or mailing address, as the case may be, for an attorney for the extraprovincial company or, if none, to the address

- inside British Columbia that was the last address shown in the corporate register as the address or mailing address, as the case may be, for its head office, and
- (c) reserve a name or assumed name under section 22 or 26, as the case may be, for the foreign entity, unless the foreign entity is a federal corporation.
- (3) In order to apply for a reinstatement under this section, the applicant must provide to the registrar the records and information the registrar may require and must submit to the registrar for filing a reinstatement application in the form established by the registrar and any other records the registrar may require.
- (4) Subject to subsection (5), a reinstatement application must contain the following:
- (a) the date on which the notice required under subsection (2) (a) was published in the Gazette;
  - (b) the date on which the notice required under subsection (2) (b) was mailed in accordance with that subsection;
  - (c) the name or assumed name, as the case may be, reserved for the foreign entity and the reservation number given for it, or, in the case of a federal corporation, the name of that corporation;
  - (d) a statement that the applicant is related to the foreign entity and the nature of the person's relationship with the foreign entity;
  - (e) the mailing address and the delivery address of the office proposed as the head office of the foreign entity after reinstatement of its registration as an extraprovincial company, whether or not that head office is in British Columbia;
  - (f) for each of the attorneys, if any, that the foreign entity proposes to have after reinstatement of its registration as an extraprovincial company, a mailing address and a delivery address that comply with section 386 (3).
- (5) If the application is for reinstatement for a limited period, the reinstatement application must contain
- (a) the matters referred to in subsection (4) (a) to (c), (e) and (f) and
  - (b) a statement specifying the proposed limited period of the reinstatement.
- (6) The registrar may establish the maximum period of reinstatement that may be specified in a statement referred to in subsection (5) (b).

#### **Registrar must reinstate**

- 364.2** (1) Subject to section 364.4 and unless the court orders otherwise in an entered order of which a copy has been filed with the registrar, after a reinstatement application under section 364.1 is filed with the registrar, the registrar must, on any terms and conditions the registrar considers appropriate, reinstate the registration of the foreign entity as an extraprovincial company with the same registration number the foreign entity had before its registration as an extraprovincial company was cancelled.
- (2) Unless the court orders otherwise, a reinstatement under subsection (1) is without prejudice to the rights acquired by persons before the reinstatement.

#### **Limited reinstatement by registrar**

- 364.3** (1) If a reinstatement under section 364.2 is for a limited period, the following apply:
- (a) subject to paragraph (b), the reinstated registration of the foreign entity as an extraprovincial company is cancelled on the expiration of the limited period of reinstatement;
  - (b) on an application made by any person, the registrar may extend the period to any later date that the registrar considers appropriate, in which case the reinstated registration of the foreign entity as an extraprovincial company is cancelled on the expiration of the extended period.
- (2) After the registration of a foreign entity as an extraprovincial company is cancelled under this section, the registrar must publish in the prescribed manner notice that the registration has been cancelled.

#### **Restrictions on reinstatement**

- 364.4** (1) The registrar must not reinstate the registration of the foreign entity as an extraprovincial company until 21 days after the later of
- (a) the date shown in the reinstatement application as the date on which notice of the application was published in the Gazette in accordance with section 364.1 (2) (a), and
  - (b) the date shown in the reinstatement application as the date on which the applicant mailed the notice of the application in accordance with section 364.1 (2) (b).
- (1.1) Subsection (1) does not apply if
- (a) the registration of a foreign entity as an extraprovincial company was cancelled under section 422 for one or more of the reasons set out in subsection (1)(a), (b) or (e) of that section, and for no other reason under that section, and
  - (b) the application for reinstatement is filed no later than one year after the date of dissolution.
- (2) The registrar must not reinstate the registration of a foreign entity as an extraprovincial company under the same application made under section 364.1 unless the reservation of the name or assumed name included in that

- reinstatement application remains in effect at the date of the reinstatement or, if the reservation has expired, a new reservation of that same name or assumed name has been applied for and approved by the registrar.
- (3) Subsection (2) does not apply to a federal corporation.

## ESCHEAT CLAIMS Background Information

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### WHEN ISSUES INVOLVING ESCHEATS ARISE

Issues involving escheats arise in a variety of situations. Probably the most frequent situation is when a corporation is dissolved for failure to file annual reports and, at the time of dissolution, held land, an interest in land or personal property. Occasionally, situations occur where someone dies without a will and no one exists who would be entitled to the estate.

The Crown is the owner of otherwise ownerless property, by Crown prerogative. The *Escheat Act*, R.S.B.C. 1996, c.120, codifies parts of the common law.

### OPTIONS FOR THE APPLICANT IN ESCHEAT MATTERS

Section 4(1) of the *Escheat Act* provides that land in British Columbia held by a corporation (includes an extraprovincial company) when it dissolves, escheats to the Crown, but section 4(3) provides that the government must not dispose of it for two years following the dissolution. Section 4(4) provides that if the corporation is revived within two years of its dissolution, the revival has the effect as if the land had not escheated and subject to the terms of any court order, the land vests in the corporation.

Applicants who are dealing with a dissolved corporation may have the option of applying to the court for an order to revive the corporations. Where the dissolved corporation was the owner of land upon dissolution, it is important to ensure that the court order addresses the vesting of the land back to the dissolved corporation upon restoration.

A second option to deal with land that was held by a corporation which has dissolved is to proceed with an application for a Ministerial Order through the Escheats Office. Such an application requires approval of the Attorney General or Deputy Attorney General. This process generally takes a number of weeks.

### SEEK LEGAL ADVICE

The Escheats Office strongly recommends that applicants seek independent legal advice on how to proceed with any escheat matter.

FOR FURTHER INFORMATION, contact:

Ministry of Attorney General  
Legal Services Branch, Escheat Officer  
PO Box 9280 Stn Prov Govt  
Victoria, BC V8W 9J7  
Phone: 250 356-8819  
Fax: 250 387-0700

# NAME APPROVAL REQUEST INSTRUCTIONS

## IMPORTANT – READ CAREFULLY

### RESEARCH YOUR CHOICES!

The Names Examiner searches the Corporate Register only. This register includes the names of corporations incorporated or registered extraprovincially in British Columbia. It does not include names of British Columbia firms, trademarks or corporations registered outside British Columbia. If you want to ensure your name is not used outside of British Columbia, you could also access the Trademarks database at [www.strategis.ic.gc.ca](http://www.strategis.ic.gc.ca), or you may wish to search other jurisdictions in Canada. Most public business and trademark registers in Canada are reflected in the NUANS database, which may be searched for a fee through private search firms.

The approval of any name is at the discretion of the Registrar. You are paying for three choices. **Do not commit to any name before it is approved.** Provide three choices for each company you wish to name, in descending order of preference. Check them out for potential conflicts through telephone listings, business directories and other publications.

Occasionally this office will reject all three of your choices. If that happens, it will be necessary for you to complete another Name Request form with three more choices and submit it to this office with another reservation fee.

### GENERAL

This form is used for the approval of all corporate and business names in British Columbia.

The first step in incorporation (company, society, cooperative association, financial institution) or registration of firms (partnership, proprietorship) or extraprovincial companies, is the approval of the name through the Names Reservation Unit of the Corporate Registry.

Once your name is approved, it is reserved for you for a period of 56 calendar days. Any renewals of the reservation period will require payment of another reservation fee.

If you need assistance call our help telephone number **1 877 526-1526**.

Once your name is reserved, the next step is to submit the necessary information to incorporate a company or society, register a proprietorship, partnership or limited partnership or register a foreign entity as an extraprovincial company.

Please go to the Corporate Registry's website for information on how to incorporate or register, as well as information on other services provided by the Corporate Registry.

The website address is: [www.bcreg.ca](http://www.bcreg.ca)

Approval of a name by the Registrar for either a corporation or a firm does not provide a proprietary right or interest in the name under any circumstances. It is intended solely to protect the public interest by:

- preventing names of corporations which are so similar as to confuse or mislead; and
- providing a record which allows the public to determine which individuals are associated with a corporation or firm name.

A corporation or a firm name may be registered under the same name as another firm. As a result there are many duplications of firms names, however, a firm or a corporation name will **not** be accepted if it can be confused with another corporate name.

**FIRM NAMES (partnership, proprietorship, limited partnerships, limited liability partnership)**

**Registration of a firm does not provide any protection for that name and does not mean that the name will be available if you decide to incorporate a company using this name.**

### Fees

The payment of fees in advance is a mandatory requirement of doing all business with the Corporate Registry office. The fee to submit a Name Request to the Corporate Registry **by mail** is \$30.00

**Applicants are urged to consult the current Fee Schedule.** Payment of the wrong amount is a common cause for the rejection of name requests. Cheques and money orders are to be made payable to the Minister of Finance.

### PRIORITY SERVICE

Names are processed in the order of time of receipt. Upon request and on payment of an additional fee, an application will be processed in priority to others, normally within 24 hours of receipt.

### PROCESS

This form allows you to make a maximum of three choices, **in order of preference**, for each name approval. If you wish to have more than one name approved, you must complete an additional form and pay another fee. Your first choice for a name may be approved, if available, and held for a period of **56 calendar days**. Any renewals of the reservation period will require payment of another reservation fee. **Your 2nd and 3rd choices are not examined unless the initial choice of name is not available.** Regardless of whether your three choices are all examined or not, the full fee is charged.

A name approval request may be made on this form, or in writing with the same information as is required on this form.

You can apply for your name in the following ways:

**OVER THE INTERNET:** Go to [www.bcregistry.ca/namerequest](http://www.bcregistry.ca/namerequest) to submit your Name Request electronically, for examination by the Names Reservation Unit at Corporate Registry. Payment is by credit card, or other payment options if you have a BC Business Registry Account. There is online information you can access to help you through the process. The fee to submit online is \$30 and a \$1.50 service fee.

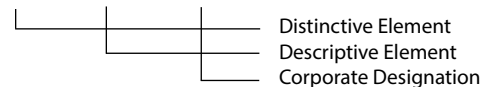
**BY SERVICE BC CENTRE:** Visit any Service BC Centre who will transmit the request to the Registrar. For locations go to [www.servicebc.gov.bc.ca](http://www.servicebc.gov.bc.ca).

**BY MAIL:** Names Reservation Unit, Corporate Registry  
PO Box 9431 Stn Prov Govt  
Victoria BC V8W 9V3

### NAME COMPONENTS

In assessing names, the Registrar's staff analyze them according to their constituent components. The form of name acceptable in principle consists of a distinctive element, followed by a descriptive element and ending with a corporate designation (if applicable).

e.g. ABC Manufacturing Ltd.



### DISTINCTIVE ELEMENT

The distinctive element serves to differentiate names having identical or similar descriptive elements, and for that reason, is the **most important** element to be examined in the name.

Names such as "**Tire** Shop Ltd." and "**Shoe** Store Ltd." lack an appropriate distinctive element and would be rejected for that reason.

They would be acceptable, if prefixed with an additional distinctive element (e.g. coined word, geographical location or personal name) that would distinguish them from all the other tire shops and shoe stores.

e.g. **Vancouver** Tire Shop Ltd. **Sandell's** Shoe Store Ltd.

Coined and made-up words are acceptable distinctive elements, provided they do not conflict with others already registered.

e.g. **Intertex** Enterprises Ltd. **Fabufarm** Diet Centre Ltd.

A uniquely coined word, used in addition to a geographical location (e.g. Altrex Canada Ltd.), is normally considered sufficiently distinctive by itself that a descriptive element is not usually required.



## DESCRIPTIVE ELEMENT

The descriptive element is useful in describing the nature of the business as well as expanding the options available. It allows for use of identical or similar distinctive elements, which might be desirable in developing a particular presence in the marketplace.

e.g. Victoria **Brake Shop** Ltd. Victoria **Stationery** Ltd.

## CORPORATE DESIGNATION

A company **must have as part of and at the end of its name**, the corporate designation, "Limited", "Limitee", "Incorporated", "Incorporee" or "Corporation".

For all purposes, using the abbreviations of these words (e.g. "Ltd.", "Ltee.", "Inc." or "Corp.") is acceptable.

Extraprovincial companies that are Limited Liability Companies may have "Limited Liability Company" or "LLC" at the end of their name.

The corporate designation is **not** applicable to a firm name, society or cooperative name.

Firm names for partnerships and proprietorships **cannot** use "Ltd.", "Inc." or "Corp." in their names, but they may use "Company" or "Co."

Firm names for limited partnerships **must** use "Limited Partnership" at the end of the name.

Firm names for limited liability partnerships **must** use "Limited Liability Partnership" or "LLP" at the end of the name.

Societies should have the designation "Society" or "Association" as the last word in their name. Companies are precluded from the use of these words in their names.

Cooperatives should use the word "Cooperative" in their name and may also use "Association", "Society", "Union" and "Exchange".

## SINGLE WORD NAMES

Single word names (such as International Limited) are normally not sufficiently distinct from other names containing the same word and generally will not be approved.

An exception may be allowed if the proposed, single-word name contains a coined word that has been trademarked and evidence of the trademark is presented with the name request. Each case will be determined on its merits.

Obvious contractions of common words (e.g. Petrochem, being a contraction of petroleum and chemical) are not considered to be coined words for the purposes of single-word names.

## NUMBER NAMES

Numerals may be used in company names as the distinctive element. A year may be used in a name provided that it is the year of incorporation, amalgamation, change of name, or registration.

e.g. 123456 Enterprises Ltd. Pacific Enterprises (1997) Ltd.

The incorporation number may be used as the name of a British Columbia company. The accepted format is "345678 B.C. Ltd.".

A name reservation or fee is not required for B.C. companies using just their incorporation number. The name will be given according to the next available number at the time of incorporation.

Numbered companies from other jurisdictions, continuing into British Columbia and wishing to retain their numbered names, will be required to conform with the name requirements of this province.

## PERSONAL NAMES

In most cases, a natural person's full name will be considered to be sufficiently distinctive and therefore acceptable.

e.g. Bill Brown Ltd. John Smith Inc.

Two surnames, or initials with a surname, are normally accepted.

e.g. Brown, Green Inc. J.R. Black Corp.

## WELL KNOWN NAMES

Names, which include well known trade names and trademarks, will not be allowed without the advance written consent of the holder.

e.g. Exxon, Xerox, Coke

## EXTRAPROVINCIAL NAMES

Special consideration will be given to established extraprovincial companies applying for registration in the province, provided there is not a direct conflict in names.

## SPECIAL CHARACTERS

The use of special characters (such as % or \*) should be avoided in corporate and business names.

Some special characters may not be recognized by computer, will not print accurately and may not be allowed.

The "ç" symbol will not be approved in a name under any circumstances.

## NO SUGGESTION OF GOVERNMENT CONNECTION

The word "government" (in either its English or French form) will not be allowed. Other words which might imply connection with, or endorsement by, any government require written consent of that government. Examples of other words which imply government connection are "ministry", "bureau", "secretariat", "commission" and "certified".

The use of "British Columbia" or "BC" as the distinctive element in any name is considered to imply connection with the Government of the Province of British Columbia. Use will be accepted only on the written consent of that government, usually obtained from the Protocol Office, Intergovernmental Relations Secretariat, after the name has been approved by the Registrar.

Use of the words "British Columbia" and "BC" will be accepted without consent, if they are placed at the end of a name and before the corporate designation.

e.g. Pacific Warehouse Storage BC Ltd.

## NO SUGGESTION OF CONNECTION WITH CROWN OR ROYAL FAMILY

A name which suggests or implies a connection with the Crown, any living member of the Royal family, or endorsement by the Crown or Royal family will not be accepted without the written consent from the appropriate authority after the name has been approved by the Registrar.

e.g. Prince Charles Tea Room Ltd.

This does not apply to references in a name to geographical locations such as Prince George, Prince Rupert and references to New Westminster as the Royal City.

The use of the words "Crown" or "Royal" in combination with another word(s) that does not imply connection with the Crown or Royal family may be allowed.

e.g. Triple Crown Painting Ltd. Royal Star Holdings Ltd.

## OBJECTIONABLE NAMES

Names that are considered to be objectionable on public grounds will not be accepted.

A name will not be approved if it includes a vulgar expression, obscene word or connotation, racial, physical or sexual slur.

The use of names of public figures will not be accepted without the advance written consent of the person named.

## GUIDELINES

This abbreviated information is provided for convenience only. Corporate and business law is complicated, and there can be no substitute for sound professional advice. The Corporate Registry cannot accept responsibility for any errors or omissions in this information.

## HELP IS AVAILABLE

For assistance or further information, please call 1 877 526-1526.



Telephone: 1 877 526-1526  
Email: [bcregistries@gov.bc.ca](mailto:bcregistries@gov.bc.ca)

Mailing Address: PO Box 9431 Stn Prov Govt  
Victoria BC V8W 9V3

Courier Address: 200 – 940 Blanshard Street  
Victoria BC V8W 3E6

**INSTRUCTIONS:**

- Please retain a copy for your records. If the request is mailed, the Name Reservation section will notify you by letter or email once your request is completed.
- Please type or print clearly.
- **SHADED AREAS ARE FOR OFFICE USE ONLY.**

**Freedom of Information and Protection of Privacy Act (FOIPPA):**  
Personal information provided on this form is collected, used and disclosed under the authority of the FOIPPA and the *Business Corporations Act*, *Cooperative Association Act*, *Partnership Act* or *Society Act* for the purposes of assessment. Questions regarding the collection, use and disclosure of personal information can be directed to the Manager of Registry Operations at 1 877 526-1526, PO Box 9431 Stn Prov Govt, Victoria BC V8W 9V3.

**PRIORITY REQUEST – Additional fee required**

☐ **YES** – This is a priority request and I have enclosed an additional fee for this service.

ROUTING SLIP NO.	DEBIT BCOL ACCOUNT NO.
FOLIO NO.	DEPOSIT ACCOUNT TRANSACTION NO.
GOVT. AGENT TRANSACTION DATE YYYY MM DD	DATE RECEIVED YYYY MM DD
GOVT. AGENT TRANSACTION NO.	GOVT. AGENT AMOUNT COLLECTED \$

APPLICANT SURNAME		FIRST NAME AND INITIALS	
ADDRESS			
CITY		PROVINCE	POSTAL CODE
APPLICANT PHONE NO. ( )	EMAIL ADDRESS	CONTACT PERSON NAME	

Indicate what the name request is for: (In order for this request to be completed, one box must be ticked)

CORPORATION (INCLUDES A FOREIGN ENTITY)	PROPRIETORSHIP/ PARTNERSHIP	SOCIETY	FINANCIAL INSTITUTION	COOPERATIVE ASSOCIATION
Is this request for a foreign entity organized or incorporated in another province or country? YES NO	IF YES, ENTER THE JURISDICTION	NATURE OF BUSINESS		

ADDITIONAL INFORMATION (Example: Limited Liability Company)

Name Request (first choice) PLEASE TYPE OR PRINT CLEARLY

Name Request (second choice) PLEASE TYPE OR PRINT CLEARLY

Name Request (third choice) PLEASE TYPE OR PRINT CLEARLY



Telephone: 1 877 526-1526  
Email: [bcregistries@gov.bc.ca](mailto:bcregistries@gov.bc.ca)

Mailing Address: PO Box 9431 Stn Prov Govt  
Victoria BC V8W 9V3

Courier Address: 200 – 940 Blanshard Street  
Victoria BC V8W 3E6

**INSTRUCTIONS:**

Please type or print clearly in block letters and ensure that the form is signed and dated in ink.

**Item A** The registration number is the number assigned to the foreign entity when it is registered as an extrajurisdictional company in BC.

**Item B** Enter the name of the extrajurisdictional company exactly as it was shown on the Certificate of Registration at the time its registration was cancelled.

**Item C** Enter the name reserved for the foreign entity. This name would be the foreign entity's name in its home jurisdiction OR, if that name is not available, the assumed name reserved for the foreign entity. A name reservation is not required if the foreign entity is a federal corporation.

**Item D** Enter the identifying number in the foreign entity's current jurisdiction.

**Item E** If the applicant is a corporation or firm, enter the full name of the corporation or firm.

**Item F** If the applicant is a corporation or firm, enter the full mailing address of the corporation or firm.

**Item H** Enter the date the reinstatement is to expire. If no date is entered, the company's registration will be cancelled two years (24 months) after the date it is reinstated.

**Item I** Enter the delivery address and mailing address of the head office of the foreign entity, whether or not the head office is in B.C. The delivery address must be for a location that is accessible to the public between 9 a.m. and 4 p.m. on business days for the delivery of records. The delivery address must not be a post office box.

**Item J:** Optional if the foreign entity's head office is in B.C. An attorney may be an individual or a B.C. company. If the attorney is a BC company, enter the full name of the B.C. company.

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**Item K** Enter the mailing and delivery address for the attorney. This delivery address must be for a location in B.C. that is accessible to the public between 9 a.m. and 4 p.m. on business days for the delivery of records. The delivery address must not be a post office box.

**Item L** If the applicant is a corporation or firm, this form must be signed by an authorized signing authority for the corporation or firm.

**Filing Fee: \$350.00**

Submit this form with a cheque or money order made payable to the Minister of Finance, or provide the registry with authorization to debit the fee from your BC OnLine Deposit Account. Please pay in Canadian dollars or in the equivalent amount of U.S. funds.

OFFICE USE ONLY – DO NOT WRITE IN THIS AREA

**A REGISTRATION NUMBER IN BC**

**B NAME OF EXTRAJURISDICTIONAL COMPANY AT THE TIME THE REGISTRATION WAS CANCELLED**

**C NAME RESERVED FOR THE FOREIGN ENTITY**

Complete section 1, 2 OR 3

1. The name \_\_\_\_\_ being the

foreign entity's own name has been reserved. The name reservation number is \_\_\_\_\_

2. The foreign entity's own name \_\_\_\_\_

is not available and, therefore, the assumed name \_\_\_\_\_

has been reserved. The name reservation number for the assumed name is \_\_\_\_\_

3. No name has been reserved because the foreign entity is a federal corporation with the name \_\_\_\_\_

**D CORPORATE NUMBER IN FOREIGN ENTITY'S JURISDICTION**

Corporate number assigned to the foreign entity by its current jurisdiction

**E FULL NAME OF APPLICANT**

FIRST NAME

MIDDLE NAME

LAST NAME

CORPORATION / BUSINESS NAME

**F MAILING ADDRESS OF APPLICANT**

MAILING ADDRESS

CITY

PROV/STATE

COUNTRY

POSTAL CODE/ZIP CODE

**G DATE OF REINSTATEMENT**

If the extraprovincial company was made historical within the last year due to failing to file annual reports, the company will be reinstated immediately. However, if the company was made historical for another reason or it has been historical for over 1 year then the registration of the foreign entity as an extraprovincial company will not be reinstated until 21 days after the later of the following two dates. **In either case, the following two dates must be entered.**

The date the Notice of the Application for Reinstatement was published in the BC Gazette.

YYYY/MM/DD

The date the Notice of the Application for Reinstatement was mailed to the extraprovincial company.

YYYY/MM/DD

**H EXPIRY DATE OF THE LIMITED PERIOD OF REINSTATEMENT**

The expiration of the limited period of reinstatement will be two years from the date the extraprovincial company is reinstated unless otherwise specified

☐

Less than 6 months, number of months:

☐

12 months from the date the registration is reinstated

☐

6 months from the date the registration is reinstated

☐

18 months from the date the registration is reinstated

**I HEAD OFFICE ADDRESSES**

DELIVERY ADDRESS OF HEAD OFFICE

CITY

PROV/STATE

COUNTRY

POSTAL CODE/ZIP CODE

MAILING ADDRESS OF HEAD OFFICE

CITY

PROV/STATE

COUNTRY

POSTAL CODE/ZIP CODE

**J NAME OF ATTORNEY(S) IF ANY - ATTACH ADDITIONAL SHEET IF REQUIRED**

FIRST NAME

MIDDLE NAME

LAST NAME

CORPORATION / BUSINESS NAME

**K ATTORNEY(S) ADDRESSES**

DELIVERY ADDRESS OF ATTORNEY

CITY

Prov. POSTAL CODE

BC

MAILING ADDRESS OF ATTORNEY

CITY

Prov. POSTAL CODE

BC

**L CERTIFIED CORRECT - I have read this form and found it to be correct.**

Note: It is an offence to make a false or misleading statement in respect of a material fact in a record submitted to the Corporate Registry for filing.  
See section 427 of the Business Corporations Act.

NAME

SIGNATURE

DATE SIGNED (YYYY / MM / DD)

X