
Business Name Selection Form

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An RCIC's business name must be approved by the College, and we strongly advise against registering a business name before it is approved. Please take the following steps:

- Review Schedule A of the [Business and Business Name Registration Regulation](#) and develop your business name in accordance with the guidelines.
- Search for the unique keyword in your intended business name in the "Company Name" field of our [Public Register](#) to ensure that it is not overly similar to another RCIC's business name. For example, search for "Fish" instead of "Fish Immigration".
- Conduct an internet search of your intended business name to determine if there are companies already using this name. Please be aware that, while a NUANS search is a useful tool for identifying companies registered with a name in Canada, it will not include any companies that are registered abroad.

DO NOT PAY to register any business name or entity – sole proprietorship, partnership, or corporation – with the government until you have received approval in writing from the Registrar. Just because your proposed business name may be "available" on a government business registry search, does not mean that your choice will be acceptable to the College.

I acknowledge that to provide direct client services, it is a requirement to operate under a consultancy practice, and the registration of the business/practice's name is subject to approval by the Registration Department.

I have read the [Business and Business Name Registration Regulation](#) and ensure that my proposed business names have met the requirements set forth in this Regulation. My proposed business names:

Include the word "immigration" or another immigration-related term, such as "visa".

Do not imply any other service other than immigration.

Do not imply a connection with a government agency or with a public or charitable service organization.

Have been checked for the uniqueness of its(their) keyword(s) in the "Company Name" field of the [Public Register](#) to ensure that it is not overly similar to another RCIC's business name.

Do not mislead the public as to the number of authorized representative(s) practicing in this business.

Do not use terms which imply that it is the best, fastest, or may imply that it is somehow superior to those of other authorized representatives.

Do not use any **acronyms** that have not been explained in parentheses.

Do not use **any words in a language other than English or French** that have not been translated in parentheses.

Do not imply a connection with a cultural, racial, ethnic, or religious group or organization in a manner that implies that my business is “the” official agency of that group or organization.

Note:

- The Public Register will not display business names of former licensees or those on leave of absence. Therefore, the Register is a guiding tool but not a guarantee that a name is available.
- Business names registered abroad may be in use by other authorized practitioners or by unauthorized practitioners. While the College reviews business names for uniqueness amongst our licensees, it is the licensee’s or applicant’s responsibility to verify if the name is already in use.
- Terms commonly used like Maple, for example, will result in a name being rejected, as the term has saturated the industry.

My three proposed business names are, in ranking order:

1. _____
2. _____
3. _____

Once you receive approval for a business name, the College will “hold” that name for thirty (30) days to allow you to formally register it with the appropriate government department and then send us a photocopy of that registration. If you do not provide a photocopy of the completed government registration within thirty (30) days, the hold will be released, and other licensing applicants and existing RCICs will be permitted to choose the same business name.

If you are registering a business with another RCIC or licensing applicant, please list them below, including their “R” or “E” number, first name, and last name.

Please note that the Registration Department has the final word in deciding if your proposed business name is too similar to an existing business name which is already in our database.

I understand that reporting requirements are an ongoing obligation, and any changes to my employment or practice within a registered firm or business must be reported to the College's Registrar within 15 days.

I declare that the information contained in this form is true and accurate.

Signature: _____

By typing your full name, you declare that the information contained in this form is accurate and true.

Date: _____

DD MM YYYY