



Business Start Up

*How To Register and
Name Your Business*



NEWFOUNDLAND & LABRADOR ORGANIZATION OF
WOMEN ENTREPRENEURS

How To Register and Name Your Business



A corporation or limited company in the Province of Newfoundland and Labrador must be registered with the Registry of Companies (<https://www.gov.nl.ca/dgsnl/registries/companies/>)

Three forms are required for incorporation:

- Articles of Incorporation
(<https://www.gov.nl.ca/dgsnl/files/registries-companies-corp01-art-inc.pdf>)
- Notice of Registered Office
(<https://www.gov.nl.ca/dgsnl/files/forms-files-corp03-note-reg-off.pdf>)
- Notice of Directors
(<https://www.gov.nl.ca/dgsnl/files/forms-files-corp06-note-dir.pdf>)

Naming your company

- A corporate name has three elements: Distinctive, a word or phrase unique to your business
- Descriptive, identifying your type of business
- Legal, identifying your company as incorporated: Corporation, Limited, Inc.,

There are two choices for a name:

- A numbered corporate name
- A name of your choosing

A name of your choosing requires approval by the Registry of Companies (<https://www.gov.nl.ca/dgsnl/registries/companies/corp-name/>)

For a numbered corporate name:

- Distinctive is a number randomly generated by the Registry office
- Descriptive is 'Newfoundland and Labrador' or 'Newfoundland & Labrador', followed Legal is 'Corporation', 'Limited' or 'Inc.'

Note: Non-profit or 'without share' corporations cannot be numbered corporations

For a name of your choosing:

- Distinctive: a word from your address, a favourite colour, a personal preference, such as Blue Wave or Cherry Lane. You may use a family name if the person named has a stake in the company or has given express written permission.
- Descriptive: Audio Services or Farm, for example
- Legal: 'Limited', 'Corporation' or 'Inc.' for example, Blue Wave Audio Services Limited, or Cherry Lane Farm Inc.
- Include your chosen name on your Articles of Incorporation document.

Chosen names are subject to registry approval.

For further guidance on name selection: <https://www.gov.nl.ca/dgsnl/registries/companies/corp-name/#elements>

The Registered Office

This is the location of your place of business

Class and Maximum Number of Shares

In this section, outline any relevant details regarding shares in your corporation.

Class of shares includes:

- Common – free from conditions
- Preferred – special rights or conditions on voting or dividends

Directors

- There is no limit on the maximum number of directors.
- Not-for-profit corporations require a minimum of three directors.
- Directors must be at least age 19.

Submission

Submit forms and fees to the Registry of Corporations.

For details and schedule of fees: <https://www.gov.nl.ca/dgsnl/registries/companies/>