



## For New Small Business Owners

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### **Register your Business in BC**

The first step is to identify what type of business you want to operate, and the type of identity (sole proprietorship, partnership or corporation) that will meet your needs.

The next step in registering your business is to reserve your business name. The name must have 2 components. The first part of the name must start with a distinctive, non-descriptive word or phrase. This can be your name, a geographic location, an invented word or phrase or initials. The second part of the name must describe your type of business - for example, laundromat, bookstore or bookkeeping. As well, if you are incorporating a company, you must add a third component, which is called the corporate designation. Corporate designations include: Incorporated, Inc., Limited, Ltd., Corporation and Corp. Sole proprietorships and partnerships cannot use any form of corporate designation.

Finally you need to get the necessary forms and pay the fees.

Download the forms here:

[Declaration of Partnership or Proprietorship](#)

[Name Approval Request](#)

These are the fees:

Reserve and Approve a name	\$30
Partnership Registration	\$40
Sole Proprietorship Registration	\$40
Priority Handling	\$100
Incorporation	\$351.59

*For more information see:*

*Things to consider*