



Companies House

Incorporation and names

This guidance is available in alternative formats which include Braille, large print and audio tape. For further details on alternative formats please email our enquiries section or telephone our contact centre on 0303 1234 500.

Is this guidance for you?

This guide will be relevant to you if :

- you want to incorporate a company
- you want to check which names are acceptable for a company

Introduction

- Chapter 1** Incorporating a new company
- Chapter 2.** Directors and secretaries
- Chapter 3** Public companies
- Chapter 4** Community interest companies
- Chapter 5** Flat Management companies, Right to Manage companies and Commonhold Associations
- Chapter 6** Choosing a company name
- Chapter 7** Sensitive words and expressions
- Chapter 8** Objections to company names
- Chapter 9** Business names
- Chapter 10** Disclosure of company name and specified other information (Trading Disclosures)
- Chapter 11** Quality of documents
- Chapter 12** Further information
- Annex A** Sensitive words and expressions, specified in regulations that require prior approval
- Annex B** Sensitive words and expressions that could imply a connection with government.
- Annex C** Words and expressions controlled by other legislation.

This guide answers many frequently asked questions and provides information on completing the most commonly used filings relating to this area. The guide is not drafted with unusual or complex transactions in mind. Specialist professional advice may be needed in those circumstances.

Introduction

This guide sets out the main requirements for incorporating a company in the United Kingdom i.e. England, Wales, Scotland and Northern Ireland. It includes information and advice about:

- how to incorporate a limited company
- the type of company you wish to incorporate
- the company's officers;
- choosing a company name including controls and restrictions;
- disclosure of company name and other information

Chapter 1

Incorporating a new company

1. What is Incorporation?

Incorporation is the process by which a new or existing business registers as a limited company. A company is a legal entity with a separate identity from those who own or run it. The vast majority of companies are limited liability companies where the liability of the members is limited by shares or by guarantee.

A business cannot operate as a limited company until it has been incorporated at Companies House under the Companies Act 2006. Establishing your business as a company means the directors are required to file certain documents every year such as annual accounts and an annual return. They must also inform Companies House about any changes, such as the appointment or resignation of directors or a change to the company's registered office.

It may be worthwhile seeking professional advice from a solicitor or accountant before deciding whether an incorporated company is the best way for you to run your business.

2. Who can incorporate a company?

One or more persons can form a company for any lawful purpose by subscribing their names to a memorandum of association (see question 8). In law, 'person' includes individuals, companies and other bodies. By completing the memorandum the subscribers are confirming their agreement to form a company.

3. Is there more than one type of company?

There are four types of company:

Private company limited by shares: This company has a share capital and the liability of each member is limited to the amount, if any, unpaid on their shares. A private company cannot offer its shares for sale to the general public.

Private company limited by guarantee: This company does not have a share capital and its members are guarantors rather than shareholders. The members' liability is limited to the amount they agree to contribute to the company's assets if it is wound up.

Private unlimited company: An unlimited company may or may not have a share capital but there is no limit to the members' liability.

Public limited company: A public company has a share capital and limits the liability of each member to the amount unpaid on their shares. It may offer its shares for sale to the general public and may be quoted on the stock exchange. Further information about public companies is explained in chapter 3.

4. How do I incorporate my company and what fees apply?

There are three ways to incorporate a company.

Electronic Software Filing

Electronic incorporations can be submitted electronically through suitably enabled software. However, many incorporation agents and software providers have developed their systems to the point where they are able to offer customers a web-based electronic service (this is chargeable). This means that occasional as well as regular customers can apply for incorporation.

Many of the businesses shown on our list of software suppliers provide web-based services and depending on the volume of filings you anticipate making, it may be more practical for you to use their services. You can find more information about software filing and a list of providers on our website.

The standard fee for electronic filing is £13 (or £30 for the 'Same-Day' service for applications received by 3pm Monday to Friday). Straightforward applications are normally processed within 24 hours.

Web Incorporation Service

Web Incorporation is the safe and reliable way to file online, enabling you to quickly and easily incorporate your company. The standard fee for Web Incorporation is £15. There is no same day service and currently only applications for a private company limited by shares adopting model articles in their entirety with a proposed non sensitive name can use this service.

It is also possible using Web Incorporation to register your incorporation documents in Welsh and English as long as the company to be incorporated is situated in Wales. This means that the registered office address also has to be in Wales. The Web Filing screens will take you through the process.

For more information please visit our website.

Paper filing

Paper documents, which must be sent to the appropriate office, take longer to process than electronic documents. The standard registration fee is £40 (or £100 for the 'Same-Day' service for applications received by 3pm Monday to Friday). The fee is £20 (or £100 for the 'Same-Day' service) in the following circumstances:

- your company's registered office is stated as being situated in Wales ("Welsh company") and you file documents in the Welsh language; you can however also use the Web Incorporation Service for a private limited company adopting model articles in their entirety (see previous section for details)
- your company is a Community Interest Company (the total fee will be £35 including the CIC Regulator fee and there is no same day service)
- your company is an unlimited company

Cheques should be made payable to Companies House. Straightforward applications are normally processed within 5 days of receipt. When filing 'Same Day' applications by post, courier or by hand please ensure that you clearly mark the envelope "Same-Day Incorporation".

5. What documents are required to incorporate my company?

To incorporate your company you must file the following documents:

- application to register a company (form IN01) and the fee
- memorandum of association (see question 9)
- articles of association (unless you adopt model articles in their entirety (see question 10)
- additional information if your application includes a sensitive word or expression (see chapter 7)

You may not be able to incorporate your chosen company name if it is the 'same as' another name appearing on the registrar's index of company names. There is an exception to this if an existing company (or LLP or other body on the index) is part of the same group as your company and consents to the use of your proposed name. This is explained more fully in chapter 6.

6. Can I reserve my proposed name?

No. You cannot reserve a name. We cannot guarantee to process applications in strict order of the time or date of their receipt and in general electronic documents are processed more quickly than paper documents.

7. What is included in the ‘Application to register a company (form IN01)’?

This form requires the following information:

- the proposed company name
- the situation of the company’s registered office (‘RO’) i.e. whether it is in England and Wales, Wales, Scotland or Northern Ireland
- the address of the RO (which must be the same as the situation of the RO)
- whether the company will be private, public or unlimited (see question 3)
- choice of articles of association
- details of the proposed director(s), and the secretary if it has one
- directors’ service and residential addresses
- a statement of capital and initial shareholdings or a statement of guarantee
- whether a company limited by guarantee wishes to apply to be exempt from the requirement to use “limited” or “cyfyngedig” in its name (see chapter 6,)
- if the proposed name contains a sensitive word and a section requiring confirmation that you have requested the views of a government department or other body. (see chapter 7)
- a statement of compliance or guarantee

8. What is the difference between a service address and a usual residential address?

A service address is one that can be used by a director to receive communications from third parties about the company. The service address can be the same as the person’s residential address, or the registered office address of the company, or it can be somewhere different.

A usual residential address is the usual home address of the director concerned. It still has to be filed with the Registrar but it will not be available on the public record for everyone to see and will be held on a private register only available to predetermined organisations.

9. What is the memorandum of association?

The memorandum of association confirms the subscribers’ intention to form a company and become members of that company on formation. In the case of a company that is to be limited by shares, the memorandum will also provide evidence of the members’ agreement to take at least one share each in the company.

Under the Companies Act 2006, the memorandum is a much shorter document because all the constitutional rules of the company are contained in the articles of association (see question 10). Consequently, the memorandum serves a more

limited purpose and once the company has been incorporated, it cannot be amended.

Information on capital and shareholdings is no longer part of the memorandum as it is contained in the application to register (form IN01) as a 'statement of capital and shareholdings' or for a company limited by guarantee, a 'statement of guarantee',

The required memorandum wording is included in the 'The Companies (Registration) Regulations 2008 (2008/3014)' and you should use this format when preparing your memorandum. You can also download a proforma memorandum from our website. Please note, the wording of the memorandum is prescribed and it cannot be amended in any way. If you add or change the wording, your application will not be accepted.

10. What are the articles of association?

A company's articles of association are its internal rulebook, chosen by its members. Every company is required to have articles, which are legally binding on the company and all of its members. The articles help to ensure the company's business runs as smoothly and efficiently as possible and will set out how decisions are taken by the members and directors as well as various matters connected with the shares.

The articles cannot contain rules that are against the law. Provided the members observe this general principle they have complete freedom to choose which rules are included in the company's articles, although they may find it convenient to rely on model articles as a default position. If the members decide to draw up their own rules as bespoke articles they may wish to obtain professional advice before proceeding.

On incorporation your company can adopt model articles in entirety, model articles with amendments or it can draft its own bespoke articles.

11. What are model articles?

Although the members can determine their own articles, they can also choose to adopt standard model articles set out in legislation. You are not obliged to adopt the provisions of model articles, but they are suitable for most standard companies, provide useful guidance and in some cases provide a safety net. They are available for private companies limited by shares, private companies limited by guarantee and public companies.

The model articles are set out in schedules 1-3 of 'The Companies (Model Articles) Regulations 2008 (SI No. 3229)'.

When you complete the 'Application to register a company (Form IN01)', you will need to specify if the proposed company is adopting:

- model articles in their entirety (they should not be filed with application form IN01)

- model articles with amendments (only the amended articles should be filed with the form IN01)
- bespoke articles (copy of the articles must be filed with the form IN01)

If you do not indicate which articles you are adopting, we will automatically apply the model articles appropriate to your company type.

12. Are there any model articles for unlimited companies?

No. There are no model articles provided for unlimited companies. However, an unlimited company can choose to use model articles as the basis of its own articles of association. The articles must not include the provision for the liability of the members to be limited and the members should consider including an article containing power for an unlimited company by special resolution to increase or consolidate share capital, subdivide or cancel shares or reduce share capital and any share premium account. If you are thinking of incorporating an unlimited company you may wish to obtain professional advice.

13. Do I need to notify Companies House if I change my articles?

Yes. Once your company is incorporated, you must notify Companies House every time your company makes changes to its articles. You and your company may commit an offence if you do not do so. You can amend your articles by special resolution and deliver a copy to Companies House within 15 days of the date it is passed. You must also deliver a copy of the amended articles within 15 days of the date the amendment takes effect. It will help us if you file both at the same time.

Further information about what you need to do if you amend your company's articles can be found in our guidance, 'Life of a Company – Event Driven Filings GP3'.

14. What are entrenched or restricted articles?

Your company may choose to adopt articles, which include restricted provisions, which can only be repealed or amended if certain conditions are met. For example, a rule which can only be changed with the support of a higher majority of shareholders than the 75 per cent that would be required to pass a special resolution.

If your company's articles include any entrenched provisions you must complete the appropriate section of the 'Application to register a company (Form IN01)'. The articles themselves must make it clear what conditions need to be satisfied in order to change the entrenched provisions in question.

15. Where can I obtain articles which are appropriate for my company?

Companies House cannot supply bespoke articles of association but you can purchase them from a company law stationer or formation agent. Alternatively, you can find model articles for your company on our website

16. What is the registered office?

Every company must have a registered office. The registered office must be a physical location where notices, letters and reminders can be delivered to the company. The registered office does not need not be the place where the company carries on its day-to-day business so it could, for example, be your accountant's address. If the address is not effective for delivering documents, the company could risk being struck off the register or wound up by a creditor.

If any person you deal with in the course of your business requests in writing the address of your registered office, or the location where they can inspect your company records, or details of the records that you keep at your registered office, you must respond within five working days.

When you apply to incorporate your company you must state whether your company's registered office is to be situated in England and Wales, in Wales (a "Welsh" company), in Scotland or in Northern Ireland. The address of your registered office must also be in the same country as its situation.

If you decide to change your registered office address, you must file a 'Change of registered office address' form AD01. The change is not effective until we register the form, which can be filed electronically as well as on paper. You can change the address of your registered office but you cannot change its jurisdiction. For example, if your registered office is in Northern Ireland you cannot change it to an address in Scotland.

17. What happens to the company incorporation documents sent to Companies House?

We will carry out a number of examination checks including one necessary to ensure proposed officers are not on the 'Disqualified Directors Register' maintained by Companies House.

If the documents satisfy all the appropriate examination checks, we will incorporate the company, issue a certificate of incorporation and place the documents on the company record for public inspection. Please note the incorporation does not take effect until Companies House has issued the certificate of incorporation. You should bear this in mind before obtaining company stationery or creating bank accounts.

18. What is the certificate of incorporation?

The certificate of incorporation is conclusive evidence that the requirements of the Companies Act 2006 as to registration have been complied with and that the company is duly registered under this Act. The certificate will state:

- the name and registered number of the company
- the date of its incorporation
- whether it is a limited or unlimited company, and if it is limited whether it is

limited by shares or limited by guarantee

- whether it is a private or a public company
- whether the company's registered office is situated in England and Wales, Wales, Scotland or Northern Ireland

The certificate must be signed by the registrar or authenticated by the registrar's official seal.

Chapter 2

Directors and secretaries

Additional information about the role and responsibilities of directors' and secretaries can be found in our 'Life of a Company Part 2 – Event Driven Filings' guide.

1. What is the minimum number of officers a company requires?

Private companies: The Companies Act 2006 requires a private company to have at least one director. However, a company's articles of association could impose a higher minimum requirement. At least one director must be an individual. A private company does not need to have a secretary unless the company's articles of association require it.

Public companies: A public company must have at least two directors and a secretary. At least one director must be an individual. The secretary of a public company must be qualified (see question 3).

2. Can anyone be a company director?

It is up to the members to appoint the directors who will run the company on their behalf. The only restrictions that prevent anyone becoming a director are:

- they must not have been disqualified from acting as a company director (unless the court has given them permission to act for a particular company)
- they must not be an undischarged bankrupt (unless they have been given permission by the court to act for a particular company)
- they must not be under the age of 16

3. Does a company secretary need any qualifications?

Not in the case of a private company. A secretary of a public company must have one or more of the qualifications described in chapter 3.

Chapter 3

Public Companies

1. What are the requirements a public company must meet?

A public company must meet the following requirements:

- it must have at least two directors (who may also be members of the company)
- it must have at least one director who is an individual
- all individual directors must be aged 16 or over
- it must have at least one secretary
- the secretary must be qualified to act as a secretary

A qualified secretary is someone who:

- has held the office of secretary of a public company for at least three of the five years before their appointment
- is a barrister, advocate or solicitor called or admitted in any part of the United Kingdom
- is a person who, by virtue of his or her previous experience or membership of another body, appears to the directors to be capable of discharging the functions of secretary
- he is a member of one of the following professional bodies:

Institute of Chartered Accountants in England and Wales

Institute of Chartered Accountants of Scotland

Institute of Chartered Accountants in Ireland

Institute of Chartered Secretaries and Administrators

Association of Chartered Certified Accountants

Chartered Institute of Management Accountants

Chartered Institute of Public Finance and Accountancy

2. When can a public company start business?

A public limited company cannot conduct business or exercise borrowing powers unless it has obtained a trading certificate from Companies House confirming that it has the minimum allotted share capital. You will need to apply for the certificate by filing the 'Application for a trading certificate for a public company' (Form SH50). It is an offence to trade without a trading certificate and the directors are liable, on conviction, to a fine.

Different rules apply if a company wishes to re-register from a private company limited by shares or a private unlimited company to a public company. This is explained in our 'Life of a Company – Part 2 Event Driven Filings' guide'.

Chapter 4 Community Interest Companies

1. What is a Community Interest Company?

A Community Interest Company ('CIC') is a limited company designed for people who want to carry out activities that are intended to benefit the community. CIC's are registered as companies under the Companies Act after the CIC Regulator has approved the application to form a CIC. The regulator also has a continuing monitoring and enforcement role.

Further information including details of the relevant legislation, forms to download and sample articles of association can be found in the Community Interest Companies website.

2. How do I apply to incorporate as a community interest company (CIC)?

To incorporate a CIC you should file the following documents:

- application to register a company (Form IN01) making sure you **do not** complete section A3 and you **do** complete option 3 of A7)
- memorandum of association (see chapter 1 question 9)
- articles of association
- application to form a community Interest company (form CIC 36 plus if necessary, CIC 36 continuation sheets) inclusive of declarations
- a cheque for £35 - made payable to Companies House
- additional information if your application includes a sensitive word or expression (see chapter 7)

As stated in 'The Companies (Audit, Investigations and Community Enterprise) Act 2004', if your community interest company is a private company its name must end with "community interest company", or "c.i.c." Alternatively, if your company's registered office is stated as being situated in Wales ("Welsh" company) its name may instead end with 'cwmni buddiant cymunedol' or 'c.b.c.'.

If your community interest company is a public company its name must end with "community interest public limited company", or "community interest p.l.c.". Alternatively, if your company's registered office is stated as being situated in Wales ("Welsh" company) its name may instead end with "cwmni buddiant cymunedol cyhoeddus cyfyngedig", or "cwmni buddiant cymunedol c.c.c.",

Currently, you can only file your application documents in paper format and there is no "Same Day" service available.

3. What are the fees to register a Community Interest Company?

Companies House collects fees on behalf of the Regulator of Community Interest Companies. The fees shown are combined Community Interest Company Regulator and Companies House fees:

- to incorporate a community interest company ("CIC") - £35
- to convert a company to a CIC - £25
- to convert and re-register a company to a CIC public company ("PLC") (and vice versa) - £35
- to convert an existing CIC to a CIC PLC - £20
- to convert an Industrial and Provident Society to a CIC - £35
- to change the name of a CIC - £10

Chapter 5

Flat Management companies, Right to Manage (RTM) companies and Commonhold associations

1. What are Flat Management companies?

A Flat Management company is a company that has been formed to manage a property divided into a number of separate flats. Each flat owner usually has a lease of their own flat, but they may also be a member of a management company that owns the freehold (or lease) of the entire building. As members of the company, the flat owners have their say in running the building.

If the members own shares in the company, it is common practice in the company's articles of association that shareholders who sell their flats must also transfer their shares to the new owners. This ensures that, at any given time, the limited company represents the interests of all the current flat owners, and it remains a separate legal entity regardless of who holds its shares.

Leaseholders can also exercise their right to manage the building they live in. To obtain the right to manage the leaseholders must set up a 'Right to Manage' ('RTM') limited company. Further information is included in question 3.

A limited company could also be formed to own and manage the common parts of a development made up of separate units under 'commonhold'. This type of company is called a 'commonhold association'. Further information is included in question 6.

2. What documents are required to incorporate a Flat Management company?

To incorporate a Flat Management company you need to file the documents set out in chapter 1, question 5. When you complete the 'Application to register a company (form IN01)' you will need to tick option 3 (bespoke articles) of section A7 and include the articles with the other documents.

The Leasehold Advisory Service (LEASE) provides free advice on the law affecting residential leasehold property in England and Wales. Its website includes advice and contact information.

3. What are Right to Manage ('RTM') companies?

RTM companies were introduced under the Commonhold and Leasehold Reform Act 2002. These are private companies limited by guarantee enabling long leaseholders in blocks of flats to take over the management of their building.

Leaseholders must form a limited by guarantee company to exercise the management functions. The constitutional rules of an English RTM company are prescribed in articles of association included in The 'RTM Companies (Model Articles) (England) Regulations 2009' (SI 2009/2767). These regulations apply to all existing and proposed RTM companies.

4. What documents are required to incorporate an RTM company?

To incorporate an RTM you need to file the documents set out in chapter 1, question 5. When you complete the 'Application to register a company (form IN01)' you will need to tick option 3 (bespoke articles) of section A7 and include the articles with the other documents. The name of your company must end with "RTM" Company Limited' or the Welsh equivalent.

The Department of Communities and Local Government ('DCLG') is responsible for RTM companies in England. Further information and guidance can be found on the DCLG website.

The Welsh Government is seeking to introduce amended regulations for Welsh RTM companies in Wales as soon as possible. Further information can be obtained by emailing alyn.williams@wales.gsi.gov.uk or you can telephone 01685 729191

Please note, RTM companies do not exist in Scotland or Northern Ireland.

5. What are Commonhold Associations?

Commonhold Associations were introduced under the Commonhold and Leasehold Reform Act 2002. Commonhold is a form of freehold land ownership which is an alternative to long leasehold ownership of flats and other interdependent properties. It combines freehold ownership of a single property (a unit) in a larger development with membership of a limited company that owns and manages the common parts of the development, for example a block of flats where each flat is a unit and all the other parts, such as the hallway are commonhold.

The constitutional rules of commonhold associations registered in England and Wales are prescribed in the articles of association included in The Commonhold Regulations 2009 (SI 2009/2363).

6. What documents are required to incorporate a commonhold association company?

To incorporate your commonhold association you need to file the documents set out in chapter 1, question 5. When you complete the 'Application to register a company (form IN01)' you will need to tick option 3 (bespoke articles) of section A7 and include the articles with the other documents. The name of your company must end with 'commonhold association limited' or the Welsh equivalents.

The Ministry of Justice is the responsible for commonhold associations. The Leasehold Advisory Service (LEASE) provides free advice on the law affecting residential leasehold property in England and Wales. Commonhold Associations do not exist in Scotland or Northern Ireland.

Chapter 6 Choosing a Company name

Before choosing a name you should use our WebCheck service to ensure your chosen name is not the 'same as' an existing name on the index of company names. You should also check the Trade Marks Register of the UK Intellectual Property Office to ensure that the proposed name does not infringe an existing trade mark. You can also seek advice from the Institute of Trade Mark Attorneys.

1. Can I choose any name I want for my proposed company?

No. Although the vast majority of applicants register their chosen name there are some restrictions that affect a choice of name. These restrictions are set out in the Companies Act 2006, The Company, Limited Liability Partnership and Business (Names and Trading Disclosures) Regulations 2015 (SI 2015/17) and The Company, Limited Liability Partnership and Business (Sensitive Words and Expressions) Regulations 2014 (SI 2014/3140). They include:

- The name of a private company limited by shares or guarantee must end with "limited" or "Ltd" (but see question 2). However, if the registered office is stated as being situated in Wales (a "Welsh" company), its name may instead end with "cyfyngedig" or "cyf".
- The name of a public company must end with 'public limited company' or 'p.l.c.'. However, if the registered office is stated as being situated in Wales (a "Welsh" company), its name may instead end with 'Cwmni Cyfyngedig Cyhoeddus' or 'CCC'.
- Certain expressions and abbreviations which describe a particular form of company (including Welsh equivalents), can only be used at the end of a name, such as "Limited Liability Partnership" or "Community Interest Company"
- a name that could suggest a connection with the UK Government, a devolved administration, a local authority or a specified public authority

- a name that includes “sensitive” words or expressions included in regulations
- a name that includes words that would constitute an offence
- an offensive name
- a name which is the ‘same as’ an existing name on the index
- the use of certain characters, signs, symbols and punctuation in a company name

2. How can I be exempt from including “limited” in my company name?

A private company limited by guarantee can apply to be exempt from the requirement to include “limited”, “Ltd”, “cyfyngedig” or “cyf” from its name so long as the articles of association:

- state that the objects of the company are the promotion or regulation of commerce, art, science, education, religion, charity or any profession incidental or conducive to any of those objects.
- require its income to be applied in promoting its objects.
- prohibit the payment of dividends, or any return of capital, to its members.
- require all the assets that would otherwise be available to its members generally to be transferred on its winding up – either to another body with similar objects or to another body with charitable objects.

If you wish to apply for the exemption upon incorporation you must complete Section A3 of the application to register (form IN01).

3. What is meant by ‘same as’?

If two company names are so similar they are likely to confuse the public as to which company is which, then they are the ‘same as’. The regulations set out the words and expressions that must be disregarded (see question 4) and the words, expressions, signs and symbols that are to be regarded as the same (see question 5).

4. What will be disregarded?

The following are disregarded at the end of the name:

- Limited; Unlimited; Public Limited Company; Community Interest Company; Right to Enfranchisement; Right to Manage; European Economic Interest Grouping; Investment Company with Variable Capital; Limited Partnership; Limited Liability Partnership; Open-Ended Investment Company; Charitable Incorporated Organisation; Industrial and Provident

Society; Co-Operative Society; Community Benefit Society.

- Cyfyngedig; Anghyfyngedig; Cwmni Cyfyngedig Cyhoeddus; Cwmni Buddiant Cymunedol; Cwmni Buddiant Cymunedol Cyhoeddus Cyfyngedig; Hawl I Ryddfreniad; Cwmni RTM Cyfyngedig; Cwmni Buddsoddi Â Chyfalaf Newidiol; Partneriaeth Cyfyngedig; Partneriaeth Atebolrwydd Cyfyngedig; Cwmni Buddsoddiad Penagored; Sefydliad Elusennol Corfforedig.
- LTD; PLC; CIC; RTE; RTM; EEIG; LP; LLP; CIO; CYF; CCC; CBC; Cwmni Buddiant Cymunedol CCC; PC; PAC; SEC.
- when preceded by a blank space, a full stop or “@” the following:
 - & co
 - & company
 - and co
 - and company
 - biz
 - co
 - co uk
 - co.uk
 - com
 - company
 - eu
 - GB
 - Great Britain
 - net
 - NI
 - Northern Ireland
 - org
 - org uk
 - org.uk
 - UK
 - United Kingdom
 - Wales
 - & cwmni
 - a’r cwmni
 - cwmni
 - cym
 - Cymru
 - DU
 - PF
 - Prydain Fawr
 - Y Deyrnas Unedig
- Any of the above if preceded by and followed by brackets.
- the punctuation, signs and symbols ‘ ’ , () , [] , { } , < > , ! , « » , “ ” , " , ? ,

\, /, ?, \, /.

- “*”, “=”, “#”, “%” and “+” when used as one of the first three characters in a name.
- “s” at the end of a name.
- any characters after the first 60 characters in a name.
- “the” and “www” at the beginning of a name.

5. What characters, words, expressions, signs and symbols are considered 'same as' each other?

Column 1(permitted characters)	Column 2 (to be treated the same as)
À Á Â Ã Ä Å Æ Ç È É	A
Æ	AE
Ç	C
Ð	D
È É Ê Ë Ì Í Î Ï	E
Ĝ	G
Ĥ	H
Ī	I
Ĵ	J
Ķ	K
Ļ	L
Ņ	N
Ō	O
Œ	OE CE
Ŕ	R
Š	S
Ţ	T
Ū	U
Ŵ	W
Ŷ	Y
Ž	Z

Column 1(permitted characters, words and expressions)	Column 2 (to be treated the same as)
AND	&
PLUS	+
0, ZERO	0
1	ONE
2, TWO, TO and TOO	TOO
3	THREE
4, FOUR	FOR
5	FIVE

6	SIX
7	SEVEN
8	EIGHT
9	NINE
£	POUND
€	EURO
\$	DOLLAR
¥	YEN
%, PER CENT, PERCENT, PER CENTUM	PERCENTUM
@	AT

6. Can you give some examples of ‘same as’ names?

“REAL COFFEE CAFÉ LTD” is the same as the “REAL COFFEE CAFE LTD” and

“PLUM TECHNOLOGY LTD” is the same as “PLUM TECHNOLOGY & COMPANY LTD” and

7. Are there any exceptions to the ‘same as’ rules?

Yes. The ‘same as’ rule does not apply if:

- the proposed company is intended to be part of the same group as an existing ‘same as’ company; and
- the existing company consents to the registration of the proposed name.
- the application to register includes a letter from the existing company confirming that it consents to the registration of the proposed name and that it will form part of the same group.

Chapter 7

Sensitive words and expressions

1. What are sensitive words and expressions?

The sensitive words and expressions set out in The Company, Limited Liability Partnership and Business Names (Sensitive Words and Expressions) Regulations 2014 SI 2009/3140) require approval by the Secretary of State to be in the name of a company or LLP name, or a business name.

The controls exist to ensure a name does not mislead or harm the public. It may not be appropriate to use a certain word if it:

- suggests business pre-eminence, a particular status, or a specific function, for example, names that include “British”, “Institute” or “Tribunal”.

- implies a connection with the UK Government, a devolved administration or a local or specified public authority.
- Includes a word which represents a regulated activity.
- Includes a word whose use could be an offence.

Annex A sets out the approval criteria to use a sensitive word or expression included in the regulations. Information intended to support a proposed name, such as a letter or email of non-objection from a specified body, must be included with the 'application to register a company (IN01) or to use a business name.

2. Are any other words restricted?

Yes. You will need approval if you want to use a name which:

- could imply a connection with the UK government, a devolved administration or a local or specified public authority. Annex B includes a list of words and expression that require prior approval and includes details of contact bodies and approval criteria.
- is protected or regulated by other legislation. Annex C includes a list of protected words, contact bodies and approval criteria.

Chapter 8 Objections to Company names

1. Could I be required to change my company name after incorporation?

Yes. You could be required to change your registered name following a complaint if:

- the name is 'too like' an existing name on the index.
- misleading information to support the use of a sensitive word or expression was provided at the time of registration.
- the name gives so misleading an indication of the company's activities, it is likely to cause harm to the public.
- the company no longer justifies omitting "Limited" from the end of its name.
- the name is the same as a name associated with the applicant (complainant) in which he has goodwill; or it is sufficiently similar and is likely to mislead by suggesting a connection between the company and the applicant ("opportunistic registration")

2. What are 'too like' names?

A name may be 'too like' an existing name if it differs from another name on the index by only a few characters, signs symbols or punctuation or if it looks and sounds the same.

When considering a complaint on grounds of 'too like' we cannot take account of factors such as alleged trademark infringement, implied association, possible passing off, geographic location or similarity of activities. The Secretary of State must give any direction within twelve months of the company's registration by the name in question.

The vast majority of names are available to register but to avoid the possibility of incurring additional costs of changing stationary, signage, website etc. we advise applicants to check the index of company names before proceeding with their application.

3. How is the rule on misleading information applied?

A company may need to change its name if, within 5 years of registration, it no longer justifies the use of a previously approved sensitive word because:

- misleading information was provided when the name was registered; or
- It is no longer fulfilling an undertaking or assurance given to support the name

4. What is meant by misleading indication of activities?

A company may need to change its name if it gives so misleading an indication of the nature of its activities it is likely to harm the public. There is no time limit for making a complaint.

5. When would I need to re-instate "limited" in my company name?

A company limited by guarantee could be directed by the Secretary of State to re-instate "limited" or "ltd", "cyfyngedig" or "cyf" in its name if it no longer meets the requirements for exemption (see Chapter 6, question 2).

6. What is Opportunistic Registration?

Opportunistic registration is the term applied to a company or LLP, which registers a name which is the same as an existing name in which another person has goodwill; or if a name is so similar the public are unable to distinguish between one name and another.

The Company Names Tribunal ("CNT"), a part of the Intellectual Property Office, considers complaints about opportunistic registration. This provision provides a remedy for parties who believe the registration of a company or LLP name in which they have a goodwill causes them harm. If the CNT upholds a complaint the Company Names Adjudicator may issue an Order requiring the company in question to change its name. If the company fails to comply by voluntarily changing its name

the Adjudicator may give Notice to the Registrar of Companies to change the name of the company to its company number, so that its number becomes its name.

Further information, including application forms and contact information is available on the Company Names Tribunal website.

Chapter 9 Business Names

1. What is a Business Name?

A “business name” is any name under which someone carries on business. In the case of a company or limited liability partnership, it means a name that is not its registered name. In the case of a sole trader, it means a name other than a surname with or without forenames or initials. In the case of a partnership, it means a name other than the partners’ names.

2. Which provisions of the Companies Act 2006 apply to my business name?

Business names are not registered under the Companies Act but some of the rules included in the Act do apply, principally:

- restrictions on the use of certain words in the name and names that could imply a connection with a government department or public body (see chapter 7)
- Inappropriate and misleading use of a name ending, e.g. “limited” at the end of the name. If the company is trading, there are rules to prevent the use of names that could mislead the public (see chapter 8, question 4)
- rules requiring the names of sole traders and partnerships using a business name to be displayed on stationery and signs at business premises (see questions 4-5)

3. How do I obtain approval to use a sensitive word in my business name?

If your business name includes any of the words and expressions included in Annexes A-C, where appropriate, you must obtain the written views of a relevant body and send it to Companies House with your letter seeking permission to use the name. If you use such a name without prior approval, you will be committing an offence and may be subject to a fine. You should also ensure your business name does not infringe an existing trade mark.

4. Do I need to display my business name?

If you are a sole trader or partnership that uses a different trading name, you must display your own name (sole trader) or all the partners’ names (partnership) in a prominent position at all your business premises.

5. What must I include in business stationery?

If you use a business name, you must include your own or the partners' names in legible characters on:

- business letters
- written orders for goods or services to be supplied to the business
- business emails
- invoices and receipts issued in the course of the business
- written demands for payment of debts arising in the course of the business

You must also include an address in the UK to enable business documents served on the sole trader or any partner shown on business stationery.

Chapter 10

Disclosure of company name and specified other information (“Trading Disclosures”)

1. What is meant by trading disclosures?

Regulations made under the Companies Act 2006 require a company to display its name at its registered office and other places of business, on business documents and on websites. The purpose of the regulations is that the legal identity of every company should be revealed to anyone who have, or may wish to have, dealings with it.

The requirements are included in ‘The Company, Limited Liability Partnership and Business (Names and Trading Disclosures) Regulations 2015 (SI2015/17)

2. Where must I display my company name?

Every company, unless it has been continuously dormant since incorporation, must display a sign with its registered name at:

- its registered office
- any inspection place
- at any location at which it carries on business (unless it is primarily used for living accommodation)

It must also include its registered name in all business communications (hard copy and electronic).

3. How must I display the sign with my company name?

You must display a sign with your company name:

- in characters that can be read with the naked eye
- in such a way that visitors to that office, place or location may easily see it
- continuously, but if the location is shared by six or more companies, each such company must either display its registered name for at least fifteen continuous seconds at least once in every three minutes, or make its registered name available for inspection on a register by any visitor.

4. How must I display the company name in communications?

You must include your company's registered name in all forms of business correspondence and documentation, whether in hard copy or electronic, including:

- business letters, notices and other official publications
- business emails
- bills of exchange, promissory notes, endorsements and order forms
- cheques purporting to be signed by or on behalf of the company
- orders for money, goods or services purporting to be signed by or on behalf of the company
- bills of parcels, invoices and other demands for payment, receipts and letters of credit

5. Must I display my company name on my website?

Yes. Every company must disclose its registered name on its websites. You do not need to include the company name on every page but it must be visible and easily read.

6. Are there any exceptions to the requirement to display a company's name?

There are two exceptions:

- an insolvent company, i.e. a company in respect of which a liquidator, administrator, or administrative receiver has been appointed is not required to display its registered name at any premises which are also the place of business of those insolvency specialists
- if every director of the company is one whose residential address cannot be disclosed by the registrar to a credit reference agency, then the company does not have to display its registered name at any place at which it carries on business (but this exception does not extend to the company's registered office or inspection place for the company's records)

7. What additional information must I disclose?

The company must display the following on all its business letters, order forms and websites:

- the part of the United Kingdom in which the company is registered (i.e. England and Wales, or Wales, or Scotland, or Northern Ireland)
- the company's registered number
- the address of the company's registered office
- if a company is exempt from the requirement to use "limited" in its name, the fact that it is a limited company
- if the company is a community interest company which is not a public company, the fact that it is a limited company
- if it is an investment company as defined by section 833 of the Companies Act 2006, the fact that it is this type of company
- if it is a company which has chosen to display its share capital, it must display the amount of paid up share capital

8. What information must the company provide on request?

If anyone with whom the company deals in the course of business makes a written request for:

- the address of its registered office
- the address of any place of inspection
- the type of company records kept at the registered office or inspection place

The company must provide this information, in writing, within five working days.

9. Do I have to display directors' names?

A company does not have to state the directors' names on its business letters unless it chooses to do so. However, if it does decide to include the names then it must state the names of all its directors. In other words, a company cannot be selective about which directors' names it shows - it must show all of them or none of them.

10. Are there special rules for charitable companies?

Section 68 of the Charities Act 1993 provides that a charitable company whose name does not include the word 'charity' or 'charitable' must state that it is a charity on company documents, including business letters, notices, invoices, bills of exchange,

promissory notes and on any conveyances it executes. The relevant legislation in Scotland is the Charities and Trustee Investment (Scotland) Act 2005.

11. Do the rules apply to overseas companies?

Yes. Please see our 'Overseas Companies registered in the UK (GP01)' guide.

12. Do the rules apply to business names?

Yes. Please see chapter 9, questions 4 and 5.

13. What if the company is being wound up?

If a company is being wound up or is in administration or receivership or a moratorium is in force in respect of its debts, every invoice, order for goods, business letter or order form (in hard copy, electronic or any other form) must contain a statement that the company is being wound up.

Chapter 11

Quality of documents

1. What happens to the documents I send to Companies House?

We scan the documents and forms that you deliver to us to produce an electronic image. We then store the original paper documents and use the electronic image as the working document.

When a customer searches the company record, they see the electronic image reproduced on-line. So it is important not only that the original is legible, but that it can also produce a clear copy.

When you file a document electronically, we automatically create an electronic image from the data you have provided us with.

This chapter sets out some guidelines to follow when preparing a document for filing at Companies House.

2. How should I set out documents?

Documents filed electronically

Documents filed electronically must comply with the specifications set out by the registrar in his rules on electronic filing. The formats for software filing are contained in the rules published on the website, and our website contains all the formats you will need to file via that method.

Paper documents

Generally, every paper document sent to Companies House must state in a prominent position the registered name and number of the company. There are a few exceptions to this rule, which are set out in the published registrar's rules.

Paper documents should be on A4 size, plain white paper with a matt finish. The text should be black, clear, legible, and of uniform density. Letters and numbers must be clear and legible so that we can make an acceptable copy of the document. The following guidelines may help:

When you fill in a form please:

- use black ink or black type;
- use bold lettering (some elegant thin typefaces and pens give poor quality copies)
- don't send a carbon copy
- don't use a dot matrix printer

Keep in mind - photocopies can result in a grey shade that will not scan well.

When you complete other documents, please remember:

- the points already made relating to completing forms
- to use A4 size paper with a good margin
- to supply them in portrait format (that is with the shorter edge across the top)
- to include the company number and name

3. Where can I find further information?

For further guidance on print requirements please visit our website or email your enquiry or telephone 0303 1234 500

Chapter 12 Further Information

1. How do I deliver information to Companies House?

For full details of all the ways of delivering documents to Companies House, electronically or on paper, please refer to the registrar's rules which appear on our website.

The safest and most secure way to deliver statutory information to Companies House

is to use our online filing services. For more information and registration details please visit our website.

If you are delivering documents by post, courier, Document Exchange Service (DX) or Legal Post (in Scotland) and would like a receipt, Companies House will provide an acknowledgement if you enclose a copy of your covering letter with a pre-paid addressed return envelope. We will barcode your copy letter with the date of receipt and return it to you in the envelope provided.

Please note: an acknowledgement of receipt does not mean that a document has been accepted for registration at Companies House.

Please Note: Companies House does not accept any statutory documents by fax, PDF (except for electronically filed certified copies of charge instruments) or by email.

2. Do I have to pay to file documents at Companies House?

You do not have to pay a fee for many of the documents that you have to send to Companies House, **but some do require a fee and we will not accept them for registration without it.** For full details you should refer to our price list.

3. Can I file documents in other languages?

Generally, the law requires that you deliver documents to Companies House in English, however there are exceptions which are detailed below. Companies can deliver the following documents in languages other than English if the document is accompanied by a certified translation into English:

- resolutions and agreements affecting a company's constitution delivered under Chapter 3 of Part 3 of the Act
- accounts of larger EEA (European Economic Area) groups, the group accounts and parent undertaking's annual report
- accounts of larger non-EEA groups, the group accounts and, where appropriate, the consolidated annual report
- a charge instrument or copy charge instrument
- valuation report required to be delivered to the registrar under section 94(2)(d) of the Act
- articles of association; Memorandum of association
- court orders

In addition, companies may also file voluntary certified translations of any document subject to the First Company Law Directive disclosure requirements. These are:

- constitutional documents such as the memorandum and articles of association
- directors appointments, changes in particulars or terminations; Accounts, reports and annual returns; Notification of any change in a company's registered office; Winding up documents; Share capital documents (public companies only); Documents relating to mergers and divisions (public companies only); and Documents relating to overseas companies

The voluntary translation must relate to a document delivered to Companies House on or after 1 January 2007. Voluntary translations can only be filed in an official language of the European Union and must be accompanied by Form VT01, which will link the translation to the original document.

There are different exceptions for Welsh companies (those complying with section 88 of the Act) who are entitled to draw up and deliver certain documents in Welsh without the need of an accompanying certified translation in English. A full list of the excepted documents can be found in our guidance entitled 'Conducting business in Welsh (GPO5)' available on our website.

4. Where do I get forms and guides?

This is one in a series of Companies House publications which provides a simple guide to the Companies Act.

All statutory forms and guides are available, free of charge from Companies House. The quickest way to get them is on our website or by telephoning 0303 1234 500.

You can also obtain forms from company law stationers, accountants, solicitors and company formation agents.

Annex A – Sensitive words and expressions, including public authorities, specified in regulations that cannot be used in a company or business name without the prior approval of the Secretary of State. Company requirements also apply to business names unless otherwise stated.

<p>Accounts Commission for Scotland</p>	<p>You cannot use this expression unless the department shown below confirms (letter or email) that it has no objection.</p> <p>The Secretary Accounts Commission for Scotland 110 George Street Edinburgh EH2 4LH</p> <p>Email: info@audit-scotland.gov.uk</p>
<p>Accredit Accreditation Accredited Accrediting</p>	<p>You cannot use this word unless the department shown below confirms (letter or email) that it has no objection.</p> <p>Department for Business Innovation & Skills Accreditation Policy 1 Victoria Street London SW1H 0ET</p>
<p>Adjudicator</p>	<p>This word normally implies the company has a quasi-judicial role similar to decisions made by a court of law, an administrative tribunal, an official ombudsman or government officials.</p> <p>You cannot use this word unless a government body or relevant body confirms (letter or email) that it has no objection.</p>
<p>Alba Na h-Alba Albannach</p> <p>(Registered names only)</p>	<p>This word cannot be used in any part of your company name if it implies a connection with a government department or body, or a local or specified public authority unless the relevant body confirms (letter or email) that it has no objection. This applies even if the word is a surname.</p> <p>If you wish to use this word at the start of your company name, you will need to demonstrate that the company is pre-eminent or very substantial in its field. You will also need to provide independent support from a representative body, trade association or other relevant body. The company's registered office or principal place of business must be in Scotland.</p> <p>If this word is used elsewhere in the name, the company's registered office or principal place of business must be in Scotland.</p> <p>If you want to use the word because it is a surname you will normally be given approval if the proposed name includes forenames or initials.</p>
<p>Association</p>	<p>To use this word in your proposed name the company should normally be limited by guarantee. The articles of association should include objects that reflect the specific purpose of the company and a non-profit distribution clause, which provides that any profits should be used to further the objects of the company and not paid to the members as dividends. The articles should also include a one member one vote clause.</p> <p>These requirements do not apply if the company is a residents or tenants association.</p>
<p>Assurance Assurer</p>	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p>

	<p>Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p> <p>Email: SensitiveBusinesN@fca.org.uk</p>
Audit Commission for Local Authorities and the National Health Service in England and Wales	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Chief Executive's Office Audit Commission 1st Floor, Milbank Tower Millbank London SW1P 4HQ</p>
Auditor General for Northern Ireland	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Comptroller and Auditor General for Northern Ireland Northern Ireland Audit Office 106 University Street Belfast BT7 1EU</p> <p>Email: info@niauditoffice.gov.uk</p>
Auditor General for Scotland. Audit Scotland	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The Secretary Auditor General for Scotland 110 George Street Edinburgh EH2 4LH</p> <p>Email: info@audit-scotland.gov.uk</p>
Auditor General Audit Office	<p>You cannot use this expression unless the relevant body confirms (letter or email) that it has no objection.</p> <p>England: Comptroller & Auditor General Corporate Secretariat National Audit Office 157-197 Buckingham Palace Road London SW1W 9SP</p> <p>Email: enquiries@nao.gsi.gov.uk</p> <p>Wales: Wales Audit Office 24 Cathedral Road Cardiff CF11 9LJ</p> <p>Email: info@wao.gov.uk</p> <p>Scotland:</p>

	<p>Audit Scotland 110 George Street Edinburgh EH2 4LH</p> <p>Email: info@audit-scotland.gov.uk</p> <p>Northern Ireland: Northern Ireland Audit Office 106 University Street Belfast BT7 1EU</p> <p>Email: info@niauditoffice.gov.uk</p>
Auditor General for Wales	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Auditor General for Wales 24 Cathedral Road Cardiff CF11 9LJ</p> <p>info@wao.gov.uk</p> <p>or Archwilydd Cyffredinol Cymru 24 Heol y Gadeirlan Caerdydd CF11 9LJ</p> <p>Email: info@wao.gov.uk</p>
Banc Bank Banking	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p> <p>Email: SensitiveBusinessN@fca.org.uk</p>
Benevolent	<p>To use this word the company should normally be limited by guarantee. The articles of association should include objects that reflect the specific purpose of the company and a non-profit distribution clause, which provides that any profits should be used to further the objects of the company and not paid to the members as dividends. The articles should also include a one member one vote clause.</p>
Breatainn Bhreatainn Breatannach Bhreatanach Bhreatanaich Breatannaich	<p>This word cannot be used in any part of your company name if it implies a connection with a government department or body, or a local or specified public authority unless the relevant body confirms (letter or email) that it has no objection. This applies even if the name is a surname.</p> <p>If you wish to use this word at the start of your company name, you will need to demonstrate that the company is pre-eminent or very substantial in its field. You will also need to provide independent support from a representative body, trade association or other relevant body. If this word is not the first word in the name it will normally be allowed.</p>

	<p>If you want to use the word because it is a surname (and the name does not imply a connection with government), you will normally be given approval if the name includes forenames or initials.</p>
<p>Brenin Frenin Brenhines Frenhines</p>	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Email: PAD@wales.gsi.gov.uk</p> <p>or write to:</p> <p>Brand Manager Strategic and Corporate Communications Welsh Government Cathays Park Cardiff CF10 3NQ</p>
<p>Brenhinol Frenhinol Brenhiniaeth Frenhiniaeth</p>	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Email: PAD@wales.gsi.gov.uk</p> <p>or write to:</p> <p>Brand Manager Strategic and Corporate Communications Welsh Government Cathays Park Cardiff CF10 3NQ</p>
<p>Britain British</p>	<p>This word cannot be used in any part of your company name if it implies a connection with a government department or body, or a local or specified public authority unless the relevant body confirms (letter or email) that it has no objection. This applies even if the word is your surname.</p> <p>If you wish to use it at the start of your company name or 'of Britain' or 'of Great Britain' anywhere in the name, you will need to demonstrate that the company is pre-eminent or very substantial in its field by providing independent support from a representative body, trade association or other relevant body. If 'Britain' or 'British' is not the first word in the name it will normally be allowed.</p> <p>If you want to use the word because it is a surname (and the name does not imply a connection with government), you will usually be given approval if the company name includes forenames or initials.</p>
<p>Chamber(s) of</p>	<p>This expression could imply representative or government status. To support your application you will need to set out the reasons for using this expression and you will need to obtain the views (letter or email) of an appropriate body.</p>
<p>Chamber(s) of: Commerce Business Industry Enterprise Training Trade</p>	<p>You cannot use 'Chamber of Commerce, Business, Enterprise, Industry, Trade or Training' without a letter or email of non-objection from one of the following bodies:</p> <p>England and Wales:</p> <p>Email: info@britishchambers.org.uk</p>

	<p>British Chambers of Commerce 65 Petty France London SW1H 9EU</p> <p>http://www.britishchambers.org.uk/</p> <p>Scotland</p> <p>Email: admin@scottishchambers.org.uk</p> <p>Scottish Chambers of Commerce 30 George Square Glasgow G2 1EQ</p> <p>http://www.scottishchambers.org.uk/</p> <p>Northern Ireland:</p> <p>Email: mail@northernirelandchamber.com</p> <p>22 Great Victoria Street, Belfast BT2 7BJ</p> <p>http://northernirelandchamber.com/</p>
<p>Charitable Charity</p>	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>England and Wales: New incorporation or business name:</p> <p>Email (preferred): registrationapplications@charitycommission.gsi.gov.uk</p> <p>Head of Registration Charity Commission Direct PO Box 1227 Liverpool L69 3UG</p> <p>England and Wales: Change of name:</p> <p>If you are an existing registered charity changing its name and your current and proposed new name includes one of these words then your application should include a copy of the company's letterhead bearing the registered charity number. Subject to our normal examination checks, the new name will be approved.</p> <p>Northern Ireland: New incorporation or business name:</p> <p>To use "Charity" or "Charitable" in a company or business name you should obtain a letter or email of non-objection from the Charity Commission for Northern Ireland ("CCNI"). If the organisation was previously on the HMRC "deemed list" you should</p>

	<p>follow the advice on the CCNI website before applying to incorporate your company.</p> <p>Email: casework@charitycommission.org.uk</p> <p>Charity Commission for Northern Ireland 257 Lough Road Lurgan BT66 6NQ</p> <p>Northern Ireland: Change of name:</p> <p>If your company or business is registered with the CCNI please provide a letter or email of non-objection from this body. If it isn't registered with CCNI but is on the HMRC "deemed list" please provide evidence of the company's tax exempt status.</p> <p>Scotland: New incorporation; change of name; business name:</p> <p>E-mail: info@oscr.org.uk</p> <p>or write to:</p> <p>Office of the Scottish Charity Regulator 2nd Floor Quadrant House 9 Riverside Drive Dundee DD1 4NY</p>
<p>Charter</p> <p>Chartered</p>	<p>You cannot use the word 'Chartered' in your proposed name without the consent of your professional body. If you decide to resubmit your application you will need to provide a letter or email of non-objection from the relevant body.</p> <p>If you are an existing body and wish to incorporate as a company using 'Charter' or 'Chartered' in the name please provide evidence of your royal charter status. Please note, if you have already registered as a company, you cannot use this word in another company name. This does not apply to expressions such as 'Air Charter', 'Chartered Flights' or 'Chartered Travel'.</p>
<p>Chartered Accountant</p> <p>ICAEW</p>	<p>You cannot use the expression 'Chartered Accountant' (or the abbreviation ICAEW) without the consent of one of the bodies shown below. If you decide to resubmit your application you will need to provide a letter or email of non-objection from the relevant body.</p> <p>England and Wales: The Institute of Chartered Accountants in England and Wales Chartered Accountants' Hall Moorgate Place London EC2R 6EA</p> <p>Email: contactus@icaew.com</p> <p>Northern Ireland: Chartered Accountants Ireland</p>

	<p>The Linenhall 32-38 Linenhall Street Belfast BT2 8BG</p> <p>Scotland: The Institute of Chartered Accountants of Scotland Head Office CA House 21 Haymarket Yards Edinburgh EH12 5BH</p> <p>Email: enquiries@icas.org.uk</p>
Chartered Secretary	<p>You cannot use this expression unless the body shown below confirms (letter or email) it has no objection.</p> <p>The Institute of Chartered Secretaries and Administrators Saffron House 6-10 Kirby Street London EC1N 8TS Email: membersupport@icsaglobal.com</p>
Chartered Surveyor	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Royal Institution of Chartered Surveyors RICS Parliament Square London SW1P 3AD</p> <p>Email: contactrics@rics.org</p>
Child Maintenance Child Support	<p>These expressions imply a connection with services provided by the UK government. In England, Wales and Scotland services are provided by Child Maintenance Options, part of the Department for Work and Pensions and in Northern Ireland by Child Maintenance Choices.</p> <p>To use any of these expressions you will need to provide a copy of a letter or email of non-objection from one of these bodies. Further information can be found at:</p> <p>England, Wales and Scotland www.cmoptions.org</p> <p>Northern Ireland: www.nidirect.gov.uk/child-maintenance</p>
Coimisean Choimisean Chomisein Coimisein	<p>To use this word the company should normally be an independent advisory body; a deliberative assembly; or a governing, supervisory or representative body of an activity, trade, business or profession. Evidence must be produced to show that the company will be what it claims, and that it has the support of whoever it claims it will govern, supervise, or look to it for expertise.</p> <p>You will also need to obtain a letter or email of non-objection from a government body or other relevant organisation.</p>
Comhairle Chomhairle	<p>To use this word the company should normally be an independent advisory body; a deliberative assembly; or a governing, supervisory or representative body of an</p>

Comhairlean Chomhairlean	<p>activity, trade, business or profession. Evidence must be produced to show that the company will be what it claims, and that it has the support of whoever it claims it will govern, supervise, or look to it for expertise.</p> <p>You will also need to obtain a letter or email of non-objection from a government body or other relevant organisation.</p>
Comisiwn Gomisiwn Chomisiwn	<p>To use this word the company should normally be an independent advisory body; a deliberative assembly; or a governing, supervisory or representative body of an activity, trade, business or profession. Evidence must be produced to show that the company will be what it claims, and that it has the support of whoever it claims it will govern, supervise, or look to it for expertise.</p> <p>You will also need to obtain a letter or email of non-objection from a government body or other relevant organisation.</p>
Comisiwn Cynulliad Cenedlaethol Cymru	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The National Assembly for Wales Cardiff Bay Cardiff CF99 1NA</p> <p>or</p> <p>Clerc y Cynulliad Cynulliad Cenedlaethol Cymru Bae Caerdydd Caerdydd CF99 1NA</p>
Commission	<p>To use this word the company should normally be an independent advisory body; a deliberative assembly; or a governing, supervisory or representative body of an activity, trade, business or profession.</p> <p>Evidence must be produced to show that the company will be what it claims, and that it has the support of whoever it claims it will govern, supervise, or look to it for expertise. You will also need to obtain a letter or email of non-objection from a government body or other relevant organisation.</p>
Comptroller and Auditor General	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Corporate Secretariat National Audit Office Elizabeth 2 151 Buckingham Palace Road London SW1W 9SS</p> <p>Email: enquiries@nao.gsi.gov.uk</p>
Comptroller and Auditor General for Northern Ireland	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Comptroller and Auditor General for Northern Ireland Northern Ireland Audit Office 106 University Street Belfast BT7 1EU</p>

	Email: info@niauditoffice.gov.uk
Co-operative	<p>Since 1 August 2014 the expressions 'Co-operative Society' and 'Community Benefit Society' can only be used in the name of a society registered under the Co-operative and Community Benefit Societies Act 2014. For further information and before applying to use 'Co-operative' in a company or business name please visit the FCA website.</p> <p>To use 'Co-operative' in a company or business name you will need to meet the following conditions:</p> <ul style="list-style-type: none"> • It should be owned and controlled by its members, customers or employees • Membership should be voluntary and open i.e. it should not be artificially restricted in order to increase the value of the business or its assets • Members' should participate in the economic activity of the business • Profits should be distributed equally amongst the members' or at least in proportion to the extent each member has participated in the business • These principles should be included in the company's articles of association or in the rules/constitution of an unincorporated business • Any application to use this word in a business name must include a copy of the rules or constitution document
Council	<p>To use this word the company should normally be an independent advisory body; a deliberative assembly; or a governing, supervisory or representative body of an activity, trade, business or profession. Evidence must be produced to show that the company will be what it claims and that it has the support of whoever it claims it will govern, supervise, or look to it for expertise.</p> <p>You will also need to obtain a letter or email of non-objection from a government body, a local or specified public authority or a relevant body.</p>
Cymru Gymru Chymru Nghymru Cymreig Cymraeg Chymraeg Chymreig Gymraeg Gymreig Chymreig (Registered names only)	<p>This word cannot be used in any part of your company name if it implies a connection with a government department or body, or a local or specified public authority unless the relevant body confirms (letter or email) that it has no objection. This applies even if the word is your surname.</p> <p>If you wish to use this word at the start of your company name you would need to demonstrate that the company is pre-eminent or very substantial in its field. You will also need to provide independent support from a representative body, trade association or other relevant body. The company's registered office or principal place of business must be in Wales.</p> <p>If you want to use the words because it is a surname, you will usually be given approval if the company name includes forenames or initials.</p>
Cyngor Chyngor	To use this word the company should normally be an independent advisory body; a deliberative assembly; or a governing, supervisory or representative body of an

Gyngor	<p>activity, trade, business or profession. Evidence must be produced to show that the company will be what it claims, and that it has the support of whoever it claims it will govern, supervise, or look to it for expertise.</p> <p>You will also need to obtain a letter or email of non-objection from a government body, a local or specified public authority or a relevant body.</p>
Cynulliad Cenedlaethol Cymru	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The National Assembly for Wales Cardiff Bay Cardiff CF99 1NA</p> <p>or</p> <p>Clerc y Cynulliad Cynulliad Cenedlaethol Cymru Bae Caerdydd Caerdydd CF99 1NA</p>
Dental Dentistry	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>General Dental Council Registration Development 37 Wimpole Street London W1G 8DQ</p> <p>Email: businessnames@gdc-uk.org</p>
Dentist Dental Surgeon Dental Practitioner	<p>These words and expressions are controlled by the Dental Act 1984 and cannot be included in your chosen name without a letter or email of non-objection from the following body.</p> <p>The Registrar General Dental Council 37 Wimpole Street London W1G 8DQ</p> <p>Email: businessnames@gdc-uk.org</p>
Diùc Dhiùc Diùcan Dhiùcan Ban-diùc Bhan-dhiùc Bhan-dhiùcan Ban-diùcan	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Email: protocol@scotland.gsi.gov.uk</p> <p>or write to:</p> <p>The Scottish Government Protocol Team Victoria Quay Edinburgh EH6 6QQ</p>
Dug Ddug	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p>

<p>Duges Dduges</p>	<p>Email: PAD@wales.gsi.gov.uk</p> <p>or write to:</p> <p>Brand Manager Strategic and Corporate Communications Welsh Government Cathays Park Cardiff CF10 3NQ</p>
<p>Duke Duchess</p>	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection. Contact:</p> <p>England & Northern Ireland: E-mail (faster & preferred): royalnames@cabinetoffice.gov.uk</p> <p>or write to:</p> <p>Cabinet Office Constitutional Policy Team 4th Floor (South 1) 1 Horse Guards Road London SW1A 2HQ</p> <p>To support and speed up your application please email the Cabinet Office with as much information as possible such as the reason(s) you wish to use this word: information about the company/organisation and its future plans; its present administration and activities; details of any Royal or Government associations; details of leading members and membership numbers; publications and if appropriate accounts for the last 3 years.</p> <p>If you wish to use the name to represent an existing public house, hotel or similar establishment please provide evidence including the length of time it has existed; if the name represents a street name, evidence of location; if the name is a surname; if it has long usage and any other relevant information</p> <p>Wales: Email: PAD@wales.gsi.gov.uk or write to:</p> <p>Brand Manager Strategic and Corporate Communications Welsh Government Cathays Park Cardiff CF10 3NQ</p> <p>Scotland: Email: protocol@scotland.gsi.gov.uk</p> <p>or write to:</p> <p>The Scottish Government Protocol Team</p>

	3-D Bridge, Victoria Quay Edinburgh EH6 6QQ
Ei Fawrhydi Ei Mawrhydi	You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection. Email: PAD@wales.gsi.gov.uk or write to: Brand Manager Strategic and Corporate Communications Welsh Government Cathays Park Cardiff CF10 3NQ
England English	This word cannot be used in any part of your company name if it implies a connection with a government department or body, or a local or specified public authority unless the relevant body confirms (letter or email) that it has no objection. This applies even if the word is your surname. If you wish to use this word at the start of your company name or 'of England' anywhere in the name, you will need to show that the company is pre-eminent or very substantial in its field. You will also need to provide independent support from a representative body, trade association or other relevant body. The company's registered office or principal place of business must be in England. If the word is used elsewhere in the name, the company's registered office or principal place of business must be in England. If you want to use the word because it is a surname, you will usually be given approval if the company name includes forenames or initials.
Federation	To use this word the company should normally be limited by guarantee. The articles of association should include objects that reflect the specific purpose of the company and a non-profit distribution clause, which provides that any profits should be used to further the objects of the company and not paid to the members as dividends. The articles should also include a one member one vote clause.
Financial Conduct Authority Financial Services Authority	You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection. Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS Email: SensitiveBusinessN@fca.org.uk
Financial Reporting Council.	You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection. General Counsel & Company Secretary Financial Reporting Council 5th Floor, Aldwych House

	<p>71-91 Aldwych London WC2B 4HN</p> <p>Email: enquiries@frc.org.uk</p>
Foundation	<p>To use this word the company should normally be limited by guarantee. The articles of association should include objects that reflect the specific purpose of the company and a non-profit distribution clause, which provides that any profits should be used to further the objects of the company and not paid to the members as dividends.</p> <p>The company should have a pool of money or a regular source of finance available to promote the objects. You will need to confirm this when you submit your application.</p>
Friendly Society	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p> <p>Email: SensitiveBusinessN@fca.org.uk</p>
Fund	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p> <p>Email: SensitiveBusinessN@fca.org.uk</p>
Government	<p>You cannot use this word if it implies a connection with Her Majesty's Government. If there is a connection you will need to obtain a letter or email of non-objection from a government department or body.</p>
The Governor and Company of the Bank of England.	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The Governor and Company of the Bank of England Threadneedle Street London EC2R 8AH</p>

<p>Gwasanaeth iechyd. Wasanaeth iechyd</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Welsh Government Head of Communications Health & Social Services Directorate General Head of Corporate Management South Wing, 4th Floor Cathays Park Cardiff CF10 3NQ</p>
<p>Health and Safety Executive.</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>England, Wales and Scotland:</p> <p>Health and Safety Executive Redgrave Court Merton Road Bootle L20 7HS</p> <p>Northern Ireland:</p> <p>Health & Safety Executive for Northern Ireland 83 Ladas Drive Belfast BT6 9FR</p> <p>Email: mail@hse.gov.uk</p>
<p>Health centre Health service</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>England: Department of Health Head of Brand Management Skipton House 80 London Road London SE1 6LH</p> <p>Scotland: Scottish Government Health Directorate Business Management and Support Floor 2N.11 St Andrew's House Regent Road Edinburgh EH1 3DG</p> <p>Email: ceu@scotland.gsi.gov.uk</p> <p>Wales: Welsh Government Head of Communications Health & Social Services Directorate</p>

	<p>General Head of Corporate Management South Wing, 4th Floor Cathays Park Cardiff CF10 3NQ</p> <p>Northern Ireland: Department of Health, Social Services and Public Safety Office of the Permanent Secretary DHSSPS Room C4.15, Castle Buildings Stormont Estate Belfast BT4 3SQ</p> <p>Email: ops@dhsspsni.gov.uk</p>
Health visitor	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Peter Pinto de Sa Head of Office of the Chair and Chief Executive Nursing & Midwifery Council 23 Portland Place London W1B 1PZ</p> <p>Email: ceoffice@nmc-uk.org</p>
His Majesty Her Majesty	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>England & Northern Ireland: E-mail (faster and preferred): royalnames@cabinetoffice.gov.uk or write to:</p> <p>Cabinet Office Constitutional Policy Team 4th Floor (South 1) 1 Horse Guards Road London SW1A 2HQ</p> <p>To support and speed up your application please email the Cabinet Office with as much information as possible such as the reason(s) you wish to use this word: information about the company/organisation and its future plans; its present administration and activities; details of any Royal or Government associations; details of leading members and membership numbers; publications and if appropriate accounts for the last 3 years.</p> <p>If you wish to use the name to represent an existing public house, hotel or similar establishment please provide evidence including the length of time it has existed; if the name represents a street name, evidence of location; if the name is a surname; if it has long usage and any other relevant information.</p> <p>Wales: Email: PAD@wales.gsi.gov.uk or write to:</p>

	<p>Brand Manager Strategic and Corporate Communications Welsh Government Cathays Park Cardiff CF10 3NQ</p> <p>Scotland: Email: protocol@scotland.gsi.gov.uk</p> <p>or write to:</p> <p>Scottish Government Protocol Team 3-D Bridge Victoria Quay Edinburgh EH6 6QQ</p>
House of Commons	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Corporate Officer of the House of Commons House of Commons Legal Services Office London SW1 0AA</p>
House of Lords	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Corporate Officer of the House of Lords Houses of Parliament London SW1A 0AA</p>
HPSS HSC	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Office of the Permanent Secretary Department of Health, Social Services and Public Safety (DHSSPS) C.4.15, Castle Buildings Stormont Estate Belfast BT4 3SQ</p> <p>Email: ops@dhsspsni.gov.uk</p>
Inspectorate	<p>This word implies the company has a quasi-judicial role similar to decisions made by a court of law, administrative tribunal or government officials.</p> <p>You will need to obtain confirmation (letter or email) from a government body or a relevant body, that it has no objection.</p>
Institute Institution	<p>Approval to use this word is normally given only to fully functioning organisations that are established in the field but operate under a different name. The range of activities may vary but institutes are organisations that typically undertake research at the highest level or are professional bodies of the highest standing. The factors we will take into account include:</p> <ul style="list-style-type: none"> • whether there is a good reason for establishing the institute

	<ul style="list-style-type: none"> • whether the activities are regulated or unregulated • whether the organisation already exists in some form • the nature of any work it provides for other organisations • the relevance and nature of support from existing organisations • whether the institute offers training leading to its own qualifications • whether the institute provides training or activities that support qualifications provided by other bodies such as universities or colleges • whether the institute's activities are supported by or associated with activities undertaken by a government body, an independent organisation established in the field or a funding organisation <p>You will need to obtain the written views (letter or email) of one or more relevant bodies.</p>
Insurance Insurer	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p> <p>Email: SensitiveBusinessN@fca.org.uk</p>
Judicial appointment	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Ministry of Justice Democracy, Constitution and Law Group 102 Petty France London SW1H 9A</p>
King	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>England & Northern Ireland: E-mail (faster & preferred) royalnames@cabinetoffice.gov.uk</p> <p>or write to:</p> <p>Cabinet office Constitutional Policy Team 4th Floor (South 1) 1 Horse Guards Road London SW1A 2HQ</p>

	<p>To support and speed up your application please email the Cabinet Office with as much information as possible such as the reason(s) you wish to use this word; the history of the company/organisation and its future plans; details of any Royal or Government associations/leading members; details of leading members and membership numbers; details of any publications and if appropriate, accounts for the last 3 years.</p> <p>If you wish to use the name to represent an existing public house, hotel or similar establishment please provide evidence including the length of time it has existed; if the name represents a street name, evidence of location; if the name is a surname; if it has long usage and any other relevant information.</p> <p>Wales: Email: PAD@wales.gsi.gov.uk or write to:</p> <p>Brand Manager Strategic and Corporate Communications Welsh Government Cathays Park Cardiff CF10 3NQ</p> <p>Scotland: Email: protocol@scotland.gsi.gov.uk</p> <p>or write to:</p> <p>Scottish Government Protocol Team 3-D Bridge Victoria Quay Edinburgh EH6 6QQ</p>
Law Commission	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Ministry of Justice Democracy, Constitution and Law Group 102 Petty France London SW1H 9AJ</p>
Licensing	<p>This is normally associated with an authority that carries out licensing functions under the Licensing Act 2003. This includes, for example, the licensing of the sale of alcohol, entertainment, films and clubs.</p> <p>Evidence must be produced to show that the company will be what it claims, and that it has the support of whoever it claims it will govern or supervise.</p> <p>You will also need to obtain a letter or email of non-objection a relevant body Such as a local or specified public authority.</p>
Llywodraeth Lywodraeth	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Welsh Government</p>

	<p>Head of Communications Cathays Park Cardiff CF10 3NQ</p>
Medical centre	<p>You cannot use this expression in any part of the UK unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Office of the Permanent Secretary Department of Health, Social Services and Public Safety (DHSSPS) C.4.15, Castle Buildings Stormont Estate Belfast BT4 3SQ</p> <p>Email: ops@dhsspsni.gov.uk</p>
Midwife Midwifery	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Peter Pinto de Sa Head of Office of the Chair and Chief Executive Nursing & Midwifery Council 23 Portland Place London W1B 1PZ</p> <p>Email: ceoffice@nmc-uk.org</p>
Mòrachd Mhòrachd	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Email: protocol@scotland.gsi.gov.uk</p> <p>or write to:</p> <p>The Scottish Government Protocol Team 3-D Bridge Victoria Quay Edinburgh EH6 6QQ</p>
Mutual	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p> <p>Email: SensitiveBusinessN@fca.org.uk</p>
National Assembly for Wales	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p>
National Assembly for Wales Commission	<p>The National Assembly for Wales Cardiff Bay Cardiff CF99 1NA</p>

<p>NHS</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Department of Health Head of Brand Management Skipton House 80 London Road London SE1 6LH</p>
<p>Northern Ireland Northern Irish</p>	<p>This expression cannot be used in any part of your company name if it implies a connection with the Northern Ireland Assembly or Executive, a government department or body, or a local or specified public authority unless the relevant body confirms (letter or email) that it has no objection.</p> <p>If you wish to use this expression at the start of your company name or 'of Northern Ireland' anywhere in the name, you will need to show that the company is pre-eminent or very substantial in its field by providing independent support from a representative body, trade association or other relevant body. The company's registered office or principal place of business must be in Northern Ireland.</p> <p>If the word does not imply a connection with government and is not the first word in the name, it will normally be allowed. The company's registered office or principal place of business must be in Northern Ireland.</p>
<p>Northern Ireland Assembly</p> <p>Northern Ireland Assembly Commission</p> <p>Northern Ireland Executive</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Northern Ireland Assembly Parliament Buildings Belfast BT4 3XX</p>
<p>Northern Ireland Audit Office</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Northern Ireland Audit Office 106 University Street Belfast BT7 1EU</p> <p>Email: info@niauditoffice.gov.uk</p>
<p>Nurse Nursing</p>	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Peter Pinto de Sa Head of Office of the Chair and Chief Executive Nursing & Midwifery Council 23 Portland Place London W1B 1PZ</p> <p>Email: ceoffice@nmc-uk.org</p>

Office for Nuclear Regulation	<p>You cannot use this expression or anything similar unless the Office for Nuclear Regulation confirms (letter or email) that it has no objection.</p> <p>Email: ONRenquiries@onr.gsi.gov.uk</p> <p>Office for Nuclear Regulation Building 4 Redgrave Court Merton Road Bootle L20 7HS</p>
Oifis sgrùdaidh	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The Secretary Audit Scotland 110 George Street Edinburgh EH2 4LH</p> <p>Email: info@audit-scotland.gov.uk</p>
Oilthigh t-Oilthigh Oilthighean h-Oilthighean	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Email: protocol@scotland.gsi.gov.uk</p> <p>or write to:</p> <p>The Scottish Government Protocol Team 3-D Bridge Victoria Quay Edinburgh EH6 6QQ</p>
Ombudsman Ombwdsmon	<p>This word is normally associated with a statutory organisation appointed by government or an organisation authorised to investigate complaints, generally on behalf of individuals such as consumers or taxpayers, against private or public institutions. These organisations may request relevant information from parties in relation to a dispute.</p> <p>From 7 April 2015, if you are not a statutory body you must:</p> <ul style="list-style-type: none"> i. be certified as a provider of alternate dispute resolution by Trading Standards Institute (the body appointed by the Secretary of State for Business Innovation and Skills to carry out such certification), or other competent authority set out in the Consumer Protection, Alternative Dispute Resolution for Consumer Disputes (Competent Authorities and Information) Regulations 2015; and ii. be a member of the Ombudsman Association at ombudsman level membership; and iii. have a proven track record in dispute resolution in respect of the activity that forms the basis of your application. We would normally expect that track record to be for at least 12 months.

	<p>To support the application to register a company name or to obtain approval to use a business name, you should provide:</p> <ul style="list-style-type: none"> • evidence of certification by the relevant Competent Authority; • a copy of an email or letter from the Ombudsman Association (or other evidence) confirming your ombudsman level membership; • evidence of providing dispute resolution for consumers in the sector you wish to operate in, including membership numbers, member names and examples of case studies relating to dispute resolution. <p>If you don't meet all of these criteria, you should register using a different name and, if applicable, reapply later when you can demonstrate that you do meet them.</p>
Parlmaid Pharlmaid Parlamaidean Pharlamaidean	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The Secretary Scottish Parliamentary Corporate Body The Scottish Parliament Edinburgh EH99 1SP</p>
Parliament Parliamentarian Parliamentary	<p>You cannot use this word unless you provide a letter or email of non-objection from the bodies shown below.</p> <p>The Corporate Officer of the House of Lords and separately The Corporate Officer of the House of Commons Houses of Parliament London SW1A 0AA</p>
Patent Patentee	<p>You cannot use this word unless the Intellectual Property Office (IPO) confirms (letter or email) that it has no objection.</p> <p>Legal Framework Team Copyright and Enforcement Directorate Intellectual Property Office Concept House Cardiff Road Newport NP10 8QQ</p> <p>Email: ipenforcement@ipo.gov.uk</p>
The Pensions Advisory Service	<p>You cannot use this expression unless the department shown below confirms (letter or email) that it has no objection.</p> <p>Department for Work and Pensions Protection and Stewardship, 7 floor, Caxton House 6-12 Tothill Street London SW1H 9NA</p>

Police	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>England & Wales: Home Office Policing Strategy Team Crime and Policing Group Fry Building 2 Marsham Street London SW1P 4DF</p> <p>Scotland: Scottish Government Police Division St Andrews House Regent Road Edinburgh EH1 3DG</p> <p>Northern Ireland: Private Secretary to the Secretary of State Northern Ireland Office Stormont House, Stormont Estate Belfast BT4 3SH</p>
Polytechnic	<p>You cannot use this word unless the department shown below confirms (letter or email) that it has no objection.</p> <p>Department for Business, Innovation & Skills Higher Education Governance Level 3, Kingsgate House 66-74 Victoria Street London SW1E 6SW</p>
Post Office	<p>The Post Office is part of Royal Mail Holdings plc, which is majority owned by the UK government through the Shareholder Executive. You cannot use this expression without a letter or email of non-objection from:</p> <p>Post Office Limited 148 Old Street London EC1V 9HQ</p>
Prifysgol Brifysgol Phrifysgol	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Email: PAD@wales.gsi.gov.uk or write to:</p> <p>Brand Manager Strategic and Corporate Communications Welsh Government Cathays Park Cardiff CF10 3NQ</p>
Prince Princess	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p>

	<p>England & Northern Ireland: E-mail (faster & preferred): royalnames@cabinetoffice.gov.uk</p> <p>or write to:</p> <p>Cabinet Office Constitutional Policy Team 4th Floor (South 1) 1 Horse Guards Road London SW1A 2HQ</p> <p>To support and speed up your application please email the Cabinet Office with as much information as possible such as the reason(s) you wish to use this word; information about the company/organisation and its future plans; its present administration and activities; details of any Royal or Government associations; details of leading members and membership numbers; details of any publications and if appropriate, accounts for the last 3 years.</p> <p>If you wish to use the name to represent an existing public house, hotel or similar establishment please provide evidence including the length of time it has existed; if the name represents a street name, evidence of location; if the name is a surname; if it has long usage and any other relevant information.</p> <p>Wales: Email: PAD@wales.gsi.gov.uk</p> <p>or write to:</p> <p>Brand Manager Strategic and Corporate Communications Welsh Government Cathays Park Cardiff CF10 3NQ</p> <p>Scotland: Email: protocol@scotland.gsi.gov.uk</p> <p>or write to:</p> <p>Scottish Government Protocol Team 3-D Bridge Victoria Quay Edinburgh EH6 6QQ</p>
<p>Prionnsa Phrionnsa Prionnsaichean Phrionnsaichean</p> <p>Bana-phrionnsa Bhana-Phrionnsa Bana-</p>	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Email: protocol@scotland.gsi.gov.uk</p> <p>or write to:</p> <p>Scottish Government</p>

<p>Prionnsaichean Bhana- Phrionnsaichean</p>	<p>Protocol Team 3-D Bridge Victoria Quay Edinburgh EH6 6QQ</p>
<p>Prudential Regulation Authority</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p> <p>Email: SensitiveBusinessN@fca.org.uk</p>
<p>Prydain Phrydain Brydain</p> <p>Prydeinig Phrydeinig Brydeinig</p>	<p>This word cannot be used in any part of your company name if it implies a connection with a government department or body or a local or specified public authority unless the relevant body confirms (letter or email) that it has no objection. This applies even if the word is your surname.</p> <p>If you wish to use this word at the start of your name, or you wish to use the expression “o Prydain” or “o Prydain Mawr” (or mutated forms) anywhere in the name, you will need to demonstrate that the company is pre-eminent or very substantial in its field. To support your application you will also need to obtain the views (letter or email) of a representative body, trade association or other relevant body.</p> <p>If the word does not imply a connection with government and is not the first word in the name, it will normally be allowed. If you want to use the word because it is a surname, you will usually be given approval if you include forenames or initials.</p>
<p>Queen</p>	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>England & Northern Ireland: E-mail (preferred & faster): royalnames@cabinetoffice.gov.uk</p> <p>or write to:</p> <p>Cabinet Office Constitutional Policy Team 4th Floor (South 1) 1 Horse Guards Road London SW1A 2HQ</p> <p>To support and speed up your application please email the Cabinet Office with as much information as possible such as the reason(s) you wish to use this word; information about the company/organisation and its future plans; its present administration and activities; details of any Royal or Government associations; details of leading members and membership numbers; details of any publications and if appropriate, accounts for the last 3 years.</p> <p>If you wish to use the name to represent an existing public house, hotel or similar establishment please provide evidence including the length of time it has existed; if the name represents the name of a street please provide evidence of location; if the</p>

	<p>name is a surname please include this information in your email (or letter); if appropriate, provide details of long usage and any other relevant information.</p> <p>Wales: Email: PAD@wales.gsi.gov.uk</p> <p>or write to:</p> <p>Brand Manager Strategic and Corporate Communications Welsh Government Cathays Park Cardiff CF10 3NQ</p> <p>Scotland: Email: protocol@scotland.gsi.gov.uk or write to:</p> <p>Scottish Government Protocol Team 3-D Bridge Victoria Quay Edinburgh EH6 6QQ</p>
<p>Reassurance Reassurer Reinsurance Reinsurer</p>	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p> <p>Email: SensitiveBusinessN@fca.org.uk</p>
<p>Regional Health and Social Care Board</p> <p>Regional Agency for Public Health and Social Well- being</p>	<p>You cannot use this expression anywhere in the UK unless the department shown below confirms (letter or email) that it has no objection.</p> <p>Office of the Permanent Secretary Department of Health, Social Services and Public Safety Room C4.15, Castle Buildings Stormont Estate, Belfast BT4 3SQ</p> <p>Email: ops@dhsspsni.gov.uk</p>
<p>Registrar</p>	<p>This word could imply that the company has a regulatory role such as a governing, supervisory or representative body of an activity, trade, business or profession. If this applies then evidence must be produced to show that the company will be what it claims, and that it has the support of whoever it claims it will govern or supervise.</p> <p>You will also need to provide a letter or email of non-objection from a government body, a local or specified public authority or a relevant body.</p>
<p>Registered Society</p>	<p>As the Financial Conduct Authority (FCA) regulate Registered Societies (formerly Industrial and Provident Societies), you must provide an email or letter of non-objection from the FCA.</p>

	<p>Email: SensitiveBusinessN@fca.org.uk</p> <p>Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p>
Regulator	<p>This word could imply that the company has a regulatory role such as a governing, supervisory or representative body of an activity, trade, business or profession.</p> <p>Evidence must be produced to show that the company will be what it claims, and that it has the support of whoever it claims it will govern or supervise. You will also need to obtain confirmation (letter or email) from a government body, a local or specified public authority or a relevant body, that it has no objection.</p>
Riaghaltas Riaghaltais Riaghaltasan	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The Secretary Scottish Parliamentary Corporate Body The Scottish Parliament Edinburgh EH99 1SP</p>
Rìgh Banrìgh Bhanrìgh Bhanrìghrean Banrìghrean	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Email: protocol@scotland.gsi.gov.uk</p> <p>or write to:</p> <p>The Scottish Government Protocol Team 3-D Bridge Victoria Quay Edinburgh EH6 6QQ</p>
Rìoghail Rìoghalachd	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Email: protocol@scotland.gsi.gov.uk</p> <p>or write to:</p> <p>The Scottish Government Protocol Team 3-D Bridge Victoria Quay Edinburgh EH6 6QQ</p>
Royal Royalty	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection. Contact:</p> <p>England & Northern Ireland: E-mail (faster & preferred): royalnames@cabinetoffice.gov.uk</p>

	<p>or write to:</p> <p>Cabinet Office Constitutional Policy Team 4th Floor (South 1) 1 Horse Guards Road London SW1A 2HQ</p> <p>To support and speed up your application please email the Cabinet Office with as much information as possible such as the reason(s) you wish to use this word information about the company/organisation and its future plans; its present administration and activities; details of any Royal or Government associations; details of leading members and membership numbers; details of any publications and if appropriate, accounts for the last 3 years.</p> <p>If you wish to use the name to represent an existing public house, hotel or similar establishment please provide evidence including the length of time it has existed; if the name represents a street name, evidence of location; if the name is a surname; if it has long usage and any other relevant information.</p> <p>Wales: Email: PAD@wales.gsi.gov.uk or write to:</p> <p>Brand Manager Strategic and Corporate Communications Welsh Government Cathays Park Cardiff CF10 3NQ</p> <p>Scotland: Email: protocol@scotland.gsi.gov.uk</p> <p>or write to:</p> <p>Scottish Government Protocol Team 3-D Bridge Victoria Quay Edinburgh EH6 6QQ</p>
<p>Scotland Scottish</p>	<p>This word cannot be used in any part of your company name if it implies a connection with the Scottish Government, a government department or body, or a local or specified public authority unless the relevant body confirms (letter or email) that it has no objection. This applies even if the word is your surname</p> <p>If you wish to use this word at the start of your company name or 'of Scotland' anywhere in the name, you will need to show that the company is pre-eminent or very substantial in its field. You will also need to provide independent support from a representative body, trade association or other relevant body The company's registered office or principal place of business should be in Scotland.</p> <p>If the word is used elsewhere in the name, the company's registered office or principal</p>

	<p>place of business should be in Scotland.</p> <p>If you want to use the word because it is a surname, you will usually be given approval if the company name includes forenames or initials.</p>
Scottish Law Commission	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Chief Executive Scottish Law Commission 140 Causewayside Edinburgh EH9 1PR</p>
The Scottish Parliament	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The Secretary Scottish Parliamentary Corporate Body The Scottish Parliament Edinburgh EH99 1SP</p>
Senedd	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The National Assembly for Wales Cardiff Bay Cardiff CF99 1NA</p>
Sheffield	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The Company of Cutlers C/O Hulse & Co, 15 Jessops Riverside, Brightside Lane, Sheffield, S9 2RX</p>
Siambro	<p>This word could imply representative status. To support your application you will need to set out the reasons for using this word and in most cases you will need to obtain the views (letter or email) of an appropriate body</p>
Siambro: Fasnach Fusnes Ddiwydiant Fenter Hyfforddiant Masnach	<p>You cannot use 'Chamber of Commerce, Business, Enterprise, Industry, Trade or Training' without a letter or email of non-objection from one of the following bodies:</p> <p>England and Wales:</p> <p>Email: info@britishchambers.org.uk</p> <p>British Chambers of Commerce 65 Petty France London SW1H 9EU</p> <p>http://www.britishchambers.org.uk/</p> <p>Scotland</p> <p>Email: admin@scottishchambers.org.uk</p>

	<p>Scottish Chambers of Commerce 30 George Square Glasgow G2 1EQ</p> <p>http://www.scottishchambers.org.uk/</p> <p>Northern Ireland:</p> <p>Email: mail@northernirelandchamber.com</p> <p>22 Great Victoria Street, Belfast BT2 7BJ</p> <p>http://northernirelandchamber.com/</p>
Social Service	This expression implies a connection with a local authority Social Services department with access rights to sensitive personal information. You will not be able to use this word unless the appropriate local authority or other relevant body confirms (letter or email) that it has no objection.
Society	To use this word the company should normally be limited by guarantee. The articles of association should include objects that reflect the specific purpose of the company and a non-profit distribution clause, which provides that any profits should be used to further the objects of the company and not paid to the members as dividends. The articles should also include a one member one vote clause.
Special School	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>England: Department for Education 2 St Paul's Place 125 Norfolk Street Sheffield S1 2FJ</p> <p>Scotland: Scottish Government Edinburgh EH99 1SP</p> <p>Northern Ireland: Department of Education Special Education Policy Advisory Group Rathgael House 43 Balloo Road Bangor BT19 7PR</p> <p>Wales: Welsh Government Cathays Park Cardiff CF10 3NQ</p>
Standards	You cannot use this word if it implies that the company has a regulatory role such as a governing, supervisory or representative body of an activity, trade, business or profession. Evidence must be produced to show that the company will be what it

	<p>claims, and that it has the support of whoever it claims it will govern or supervise.</p> <p>You will also need to obtain a letter or email of non-objection from a government body, a local or specified public authority or a relevant body.</p>
Stock exchange	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p> <p>Email: SensitiveBusinessN@fca.org.uk</p>
Swyddfa Archwilio Cymru	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Auditor General for Wales Cathedral Road Cardiff CF11 9LJ</p> <p>in Welsh: Archwilydd Cyffredinol Cymru 24 Heol y Gadeirlan Caerdydd CF11 9LJ</p> <p>Email: info@wao.gov.uk</p>
Teyrnas Gyfunol Teyrnas Unedig	<p>You may use this expression provided your proposed name does not imply a connection with a devolved administration, government department or a local or public authority.</p>
Trade Union	<p>Section 10 (3) of the Trade Union and Labour Relations (Consolidation) Act 1992, prohibits a trade union from being registered as a company under the Companies Act 2006.</p>
Tribunal	<p>This word could imply that the company has a regulatory role such as a governing, supervisory or representative body of an activity, trade, business or profession. If this applies, evidence must be produced to show that the company will be what it claims, and that it has the support of whoever it claims it will govern or supervise.</p> <p>You will also need to provide a letter or email of non-objection from a government body, a local or specified public authority or a relevant body.</p>
Trust	<p>Approval to use the word trust depends on the reasons you wish to use it in your proposed name. We will consider each application on its merits but to use this word your organisation should normally be one of the following trusts: Artistic; Educational; Charitable; Enterprise; Family; Investment; Financial; Pensions; Staff or Unit Trust. The requirements for the approval are set out below</p>
	<p>Artistic Trust</p> <p>To use this expression in your proposed name (or if the company is this type of trust but does not include 'Artistic' in the name) the company should normally be limited by guarantee and include a non-profit distribution clause in the articles of association.</p>

	<p>The company's objects should normally include activities such as advancement and development of the arts, culture, heritage or science.</p>
	<p>Charitable Trust If your proposed name includes this expression the following requirements apply:</p> <p>Charitable To use the word 'charitable' you will need to obtain a letter of non-objection from the relevant Charity Commission or Regulator in England & Wales, Scotland or Northern Ireland as shown below.</p> <p>England and Wales: New incorporation: Email (preferred) registrationapplications@charitycommission.gsi.gov.uk</p> <p>or write to:</p> <p>Head of Registration, Charity Commission Direct, PO Box 1227, Liverpool L69 3UG.</p> <p>Change of name: If you are an existing, which is also a registered charity and your current and proposed new name includes "Charitable" or "Charitable Trust" then your application should include a copy of the company's letterhead bearing the registered charity number. Subject to our normal examination checks the new name will be registered.</p> <p>Northern Ireland: Email: casework@charitycommissionni.org.uk</p> <p>Please see section on 'charity' and 'charitable' for further information about Northern Ireland charities.</p> <p>Scotland: E-mail: info@oscr.org.uk</p> <p>Or write to, Office of the Scottish Charity Regulator, 2nd Floor, Quadrant House, 9 Riverside Drive, Dundee DD1 4NY</p> <p>Trust - Please note - the relevant charity Regulator should not be contacted about the word 'trust'. To use the word 'trust' the company should normally be limited by guarantee and a non-profit distribution clause should be included in the articles of association. The objects of the company should be charitable in nature, for example, the prevention or relief of poverty or disadvantaged people or the advancement of education, religion, the arts, culture, heritage or science.</p>
	<p>Educational Trust To use this expression in your proposed name (or if the company is this type of trust but does not include 'Educational' in the name) the company should normally be limited by guarantee and include a non-profit distribution clause in the articles of association.</p> <p>The company's objects should normally include activities that relate to the advancement and promotion of education, art, culture, educational or the community. The articles should also reflect the purpose of the trust.</p>

	<p>Enterprise Trust To use this expression in your proposed name (or if the company is this type of trust but does not include 'Enterprise' in the name) the company should normally be limited by guarantee and include a non-profit distribution clause in the articles of association. Company's objects should normally include activities that are intended to support the community, for example, by providing advice on business start up, opportunities for training and development, or removing barriers to further education etc.</p> <p>To support your application you will need to obtain the views (letter or email) of a relevant body such as a local Chamber of Commerce, a local authority, a bank or any other relevant organisation.</p>
	<p>Family Trust To use this expression in your proposed name (or if the company is this type of trust but does not include 'Family' in the name) the company should normally be one set up to hold funds in trust for young children or other family members or one linked to a property where a family member will become the beneficiary.</p> <p>The company should be limited by guarantee and the articles of association should include a non-profit distribution clause. The objects should reflect the purpose of the trust.</p>
	<p>Financial Trust If you want to use 'Financial Trust' in the name and you intend the company to be an 'Investment Trust' then the company should be one which is a type of collective investment, which are closed end and constituted as a public company. If the company will not be an Investment Trust you will need to explain the purpose of the company.</p>
	<p>Investment Trust To use the expression 'Investment Trust' (including if the company is this type of trust but does not include 'Investment' in the name) the company should be one which is a type of collective investment closed end fund and also a public company</p>
	<p>Pensions Trust Staff Trust To use the expression 'Pensions Trust' or 'Staff Trust' in your proposed name (or if the company is this type of trust but does not include 'Pension' or 'Staff' in the name) the company's objects should be to manage pension scheme funds held in trust. The name of the company should normally include the name of the parent company.</p> <p>You may need to comply with the requirements of the Pensions Regulator at http://www.thepensionsregulator.gov.uk/ You may also need to be registered with Her Majesty's Revenue and Customs.</p>
	<p>Unit Trust To use the expression 'Unit Trust' (including if the company is this type of trust but does not include 'Unit' in the name) the company should be one which is a type of open ended collective investment fund. The FCA regulates unit trusts in the UK under their Collective Investment Scheme rules.</p> <p>To use this expression you will need to obtain a letter or email of non-objection from:</p> <p>Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p>

	Email: SensitiveBusinessN@fca.org.uk
Tywysog Thywysog Tywysoges Thywysoges Dywysog Dywysoges	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Email: PAD@wales.gsi.gov.uk</p> <p>or write to:</p> <p>Brand Manager Strategic and Corporate Communications The Welsh Government Cathays Park Cardiff CF10 3NQ</p>
Underwrite Underwriting	<p>You cannot use this word unless the body shown below confirms (letter or email) it has no objection.</p> <p>Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p> <p>Email: SensitiveBusinessN@fca.org.uk</p>
University	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Use where the registered office of the proposed company will be in:</p> <p>England and Wales: Department for Business, Innovation & Skills Higher Education Governance 1 Victoria Street London SW1H 0ET</p> <p>Wales: Welsh Government Cathays Park Cardiff CF10 3NQ</p> <p>Scotland: Scottish Government Higher Education Governance Team Atlantic Quay 150 Broomielaw Glasgow G2 8LG</p> <p>Northern Ireland: Department for Employment and Learning Head of Higher Education, Finance & Governance 39-49 Adelaide Street Belfast BT2 FD8</p>

	<p>Use in a business name:</p> <p>If you wish to use this word in a business name then the body to be contacted will depend on the location of the principal place of business. For example, if this is in Wales it will be the Welsh Government.</p>
<p>Wales Welsh</p>	<p>This word cannot be used in any part of your company name if it implies a connection with the Welsh Government, a government department or body, or a local or specified public authority unless the relevant body confirms (letter or email) that it has no objection. This applies even if the word is your surname.</p> <p>If you wish to use this word at the start of your company name or 'of Wales' anywhere in the name, you will need to show that the company is pre-eminent or very substantial in its field.</p> <p>To support your application you will also need to obtain the views (letter or email) of a representative body, trade association or other relevant body. The company's registered office or principal place of business should be in Wales.</p> <p>If the word is used elsewhere in the name, the company's registered office or principal place of business must be in Wales.</p> <p>If you want to use the word because it is a surname, it will normally be allowed if you include forenames or initials.</p>
<p>Wales Audit Office</p>	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Email: info@wao.gov.uk</p> <p>Wales Audit Office 24 Cathedral Road Cardiff CF11 9LJ</p>
<p>Welsh Government</p> <p>Welsh Assembly Government</p>	<p>This expression suggests the company is a part of the Welsh Government. You cannot use this expression unless the body shown below confirms (letter or email) it has no objection.</p> <p>Welsh Government Cathays Park Cardiff CF10 3NQ</p>
<p>Windsor</p>	<p>You cannot use this word unless the body shown below confirms (letter or email) it has no objection.</p> <p>England & Northern Ireland: E-mail (faster & preferred): royalnames@cabinetoffice.gov.uk</p> <p>or write to:</p>

Cabinet Office
Constitutional Policy Team
4th Floor (South 1)
1 Horse Guards Road
London
SW1A 2HQ

To support and speed up your application please email the Cabinet Office with as much information as possible such as the reason(s) you wish to use this word; information about the company/organisation and its future plans; its present administration and activities; details of any Royal or Government associations; details of leading members and membership numbers; details of any publications and if appropriate, accounts for the last 3 years.

If you wish to use the name to represent an existing public house, hotel or similar establishment please provide evidence including the length of time it has existed; if the name represents a street name, evidence of location; if the name is a surname; if it has long usage and any other relevant information.

Wales:

Email: PAD@wales.gsi.gov.uk

or write to:

Brand Manager
Strategic and Corporate Communications
Welsh Government
Cathays Park
Cardiff CF10 3NQ

Scotland:

Email: protocol@scotland.gsi.gov.uk

or write to:

Scottish Government
Protocol Team
3-D Bridge
Victoria Quay
Edinburgh EH6 6QQ

Annex B - Sensitive words and expressions that could imply a connection with a government department, a devolved administration, a local or specified public authority or a relevant body.
 Company requirements also apply to business names unless otherwise stated.

<p>Accountancy and Actuarial Discipline Board</p> <p>Accounting Council</p> <p>Actuarial Council</p> <p>Audit and Assurance Council</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) it has no objection.</p> <p>Financial Reporting Council 8th Floor 125 London Wall London EC2Y 5AS</p> <p>Email: enquiries@frc.org.uk</p>
<p>Agency</p>	<p>This word will normally be allowed provided it does not imply a connection with a government department or body, or a local or specified public authority unless the relevant body confirms (letter or email) it has no objection.</p>
<p>Archwilydd Cyffredinol Cymru</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Auditor General for Wales 24 Cathedral Road Cardiff CF11 9LJ</p> <p>or</p> <p>Archwilydd Cyffredinol Cymru 24 Heol y Gadeirlan Caerdydd CF11 9LJ</p> <p>Email: info@wao.gov.uk</p>
<p>Assembly</p>	<p>You cannot use this word if it implies a connection with a government department or body, or a local or specified public authority unless the relevant body confirms (letter or email) it has no objection</p>
<p>Border Force</p> <p>Border Agency</p>	<p>As these expressions imply a connection with the Border Force or UK Visas and Immigration, (both part of the Home Office), you must provide an email or letter of non-objection from the Home Office.</p> <p>Email: public.enquiries@homeoffice.gsi.gov.uk</p>
<p>Cabinet Office</p>	<p>This expression implies a connection with the Her Majesty's Government. You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Cabinet Office 70 Whitehall London SW1A 2AS</p>
<p>Cadw</p>	<p>You cannot use this word unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Cadw</p>

	<p>Welsh Government Plas Carew Unit 5/7 Cefn Coed Parc Nantgarw Cardiff CF15 7QQ</p>
<p>Care and Social Services Inspectorate Wales</p> <p>CISW</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>National Office Welsh Government Rhydycar Business Park Merthyr Tydfil CF48 1UZ</p> <p>Email: cswiw@wales.gsi.gov.uk</p>
<p>Commonhold Association</p>	<p>You cannot use the expression 'Commonhold Association' in your proposed name unless the company is a Commonhold Association and meets the requirements of The Commonhold (Amendment) Regulations 2009 (SI No. 2363). In addition this expression can only be used at the end of your proposed name. These regulations also require the company to be limited by guarantee.</p>
<p>Court(s)</p>	<p>You cannot use this expression if it implies a connection with the Her Majesty's Courts & Tribunals Service. To use this word you will need to a letter or email of non-objection from the Ministry of Justice.</p> <p>Ministry of Justice 102 Petty France London SW1H 9AJ United Kingdom</p> <p>Email: mailto:general.queries@justice.gsi.gov.uk</p>
<p>Crime Squad</p> <p>Criminal Intelligence Service</p>	<p>As these expressions imply a connection with activities carried out by the National Crime Agency (NCA), you must provide an email or letter of non-objection from the NCA.</p> <p>Email: communication@nca.x.gsi.gov.uk</p> <p>National Crime Agency Units 1-6 Citadel Place Tinworth Street London SE11 5EF</p>
<p>Crown Estate</p>	<p>You cannot use this expression in a proposed name because it implies a connection with the 'Crown Estate' organisation, which manages property and land owned by the Sovereign on behalf of Her Majesty's Government.</p> <p>If you decide to submit your application you will need to include a copy of a letter or email of non-objection from the relevant Crown Estate's office. Further information about the Crown Estate can be found at</p> <p>http://www.thecrownestate.co.uk/contact-us/</p>

<p>Employment Medical Advisory Service.</p> <p>EMAS</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>England, Wales and Scotland:</p> <p>Health and Safety Executive (1G) Redgrave Court Merton Road Bootle L20 7HS</p> <p>Northern Ireland:</p> <p>Health & Safety Executive for Northern Ireland 83 Ladas Drive Belfast BT6 9FR</p> <p>Email: emasmail@hse.gov.uk</p>
<p>Financial Reporting Review Panel</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Financial Reporting Council 8th Floor 125 London Wall London EC2Y 5AS</p> <p>Email: enquiries@frc.org.uk</p>
<p>Further Education</p>	<p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection. If you decide to submit your application please provide a copy of the letter or email of non-objection.</p> <p>England: Department for Business, Innovation & Skills Higher Education Governance 1 Victoria Street London SW1H 0ET</p> <p>Northern Ireland: Department for Employment and Learning Head of Higher Education, Finance & Governance 39-49 Adelaide Street Belfast BT2 FD8</p> <p>Scotland: Scottish Government Higher Education Governance Team Atlantic Quay 150 Broomielaw Glasgow G2 8LG</p> <p>Wales: Welsh Government Cathays Park</p>

	Cardiff CF10 3NQ
Health and Safety	This expression will be allowed provided your proposed name does not imply a connection with the Health and Safety Executive.
Health and Social Care	You cannot use this expression because it implies a connection with the Department of Health or activities provided by a local authority. If you decide to resubmit your application please provide a copy of a letter or email of non-objection from the Department of Health or relevant local authority.
Higher Education	You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection. If you decide to submit your application please provide a copy of the letter or email of non-objection. England: Department for Business, Innovation & Skills Higher Education Governance 1 Victoria Street London SW1H 0ET Northern Ireland: Department for Employment and Learning Head of Higher Education, Finance & Governance 39-49 Adelaide Street Belfast BT2 FD8 Scotland: Scottish Government Higher Education Governance Team Atlantic Quay 150 Broomielaw Glasgow G2 8LG Wales: Welsh Government Cathays Park Cardiff CF10 3NQ
Home Office	If this expression implies a connection with the Home Office you will need to obtain a letter or email of non-objection from Home Office Direct Communications Unit 2 Marsham Street London SW1P 4DF Email: public.enquiries@homeoffice.gsi.gov.uk
Industrial and Provident Society	You cannot use this expression unless the body shown below confirms (letter or email) it has no objection. Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS

	Email: SensitiveBusinessN@fca.org.uk
Intellectual Property IPO.	This expression will normally be allowed provided the name does not imply a connection with the Intellectual Property Office (IPO). If there is a connection we may contact IPO to seek their view.
Licensing Authority Assets Recovery.	As this expression could imply a connection with activities carried out by the National Crime Agency (NCA), you must provide an email or letter of non-objection from the NCA. Email: communication@nca.x.gsi.gov.uk National Crime Agency Units 1-6 Citadel Place Tinworth Street London SE11 5EF
National Accounts National Accounting. NAO	This expression implies a connection with the National Audit Office (NAO). You cannot use this expression unless the NAO confirms (letter or email) that it has no objection. Comptroller & Auditor General Corporate Secretariat National Audit Office 157-197 Buckingham Palace Road London SW1W 9SP Email: enquiries@nao.gsi.gov.uk
Notary. Notary public. Notarial	You cannot use this word or expression in your proposed name unless the body shown below confirms (letter or email) that you are authorised to use this title. England & Wales The Faculty Office 1 The Sanctuary London SW1P 3JT Email: faculty.office@thesanctary.com Scotland: The Law Society of Scotland 26 Drumsheugh Gardens Edinburgh EH3 7YR Northern Ireland: Department of Justice Block B, Castle Buildings Stormont Estate Belfast Northern Ireland BT4 3SG
Nuclear Installation	The Office for Nuclear regulation (ONR) is responsible for the licensing and regulation of all Nuclear installations in the UK. To support your application, you must provide an email or letter of non-objection from the ONR.

	<p>Email: ONRenquiries@onr.gsi.gov.uk</p> <p>Office for Nuclear Regulation Building 4 Redgrave Court Merton Road Bootle L20 7HS</p>
Primary Education	You cannot use this expression if your proposed name implies a connection with education services provided by a local authority. If appropriate you should include a copy of a letter or email of non-objection from a relevant local authority.
Registered Society	<p>As the Financial Conduct Authority (FCA) regulate Registered Societies (formerly Industrial and Provident Societies), you must provide an email or letter of non-objection from the FCA.</p> <p>Email: SensitiveBusinessN@fca.org.uk</p> <p>Sensitive Business Names Team Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p>
Scrivener Scrivener notary	<p>You cannot use this word/expression unless the body shown below confirms (letter or email) that you are authorised to use this title.</p> <p>The Faculty Office 1 The Sanctuary London SW1P 3JT</p> <p>Email: faculty.office@thesanctary.com</p>
SE	You cannot use this expression in this form (upper or lower case) at the start or end of your proposed name unless you are a 'Societas Europaea' (European Company). Further information can be found in Chapter 3 of our guide, The European Company: Societas Europaea (SE) - GPO6.
Secondary education	You cannot use this expression if your proposed name implies a connection with education services provided by a local authority. If appropriate your application should include a copy of a letter or email of non-objection from a relevant local authority.
Select Committee	<p>This expression normally implies a connection with the House of Commons. You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Corporate Officer of the House of Commons Houses of Commons Legal Services Office London SW1A 0AA</p>
Serious Organised Crime	As this expression could imply a connection with activities carried out by the National Crime Agency (NCA), you must provide an email or letter of non-objection from the NCA.
SOCA	Email: communication@nca.x.gsi.gov.uk

	National Crime Agency Units 1-6 Citadel Place Tinworth Street London SE11 5EF
Trade Mark	You can use this expression in your proposed name provided it does not imply a connection with the Intellectual Property Office (IPO) which is part of the Department for Business, Innovation & Skills. If there is a connection we may contact IPO to seek their view.

Annex C - Words and expressions controlled by other legislation

Please note: The use of any of these words and expressions in your chosen name could be a criminal offence. The list is not exhaustive and applicants should carry out their own checks to ensure their proposed name does not breach any legislation. Company requirements also apply to business names unless otherwise stated.

Anzac	This word is protected under section 1 of the Anzac (Restriction on Trade Use of Word) Act 1916 and will not be allowed in a company or business name.	
Architect	<p>With the exception of 'naval architect', 'landscape architect' or 'golf-course architect', the use of this word is controlled under section 20 of the Architects Registration Act 1997.</p> <p>You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Architects Registration Board 8 Weymouth Street London W1W 5BU</p> <p>Email: info@arb.org.uk</p>	
Arts psychotherapist Art therapist Biomedical scientist Chiropodist Clinical psychologist Clinical scientist Counselling psychologist Diagnostic radiographer Dietician Dietitian Drama therapist Diagnostic radiographer Educational psychologist Forensic psychologist Health psychologist Hearing aid dispenser Music therapist Occupational psychologist	Operating department practitioner Orthoptist Orthotist Paramedic Physical therapist Physiotherapist Podiatrist Practitioner psychologist. Prosthetist Radiographer Registered psychologist Social worker Speech and language therapist Speech therapist Sport and exercise psychologist	<p>The words and expressions in the left and right columns are protected titles and require prior approval (letter or email) from the Health Professions Council who can be contacted at:</p> <p>Registration Department Health Professions Council Park House 184 Kennington Park Road London SE11 4BU.</p> <p>Email: registration@hpc-uk.org</p>

Occupational therapist	Therapeutic radiographer
Attorney General	You cannot use this expression because it implies a connection with the office of the Attorney General, the chief legal advisor to the Crown.
Bachelor of medicine	This expression is a protected title controlled by section 49 of the Medical Act 1983. You cannot use this expression in your company name unless your professional body confirms (letter or email) that you are authorised to use the relevant title.
Building Society	You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection. Sensitive Business Names Team Financial Conduct Authority 25 North Colonnade Canary Wharf London E14 5HS Email: SensitiveBusinessN@fca.org.uk
Chemist Dispensing Chemist Dispensing Druggist. Druggist. Pharmaceutical Pharmaceutical chemist Pharmaceutical druggist Pharmaceutist Pharmacist Pharmacy	These words and expressions are protected titles and controlled by section 78 of the Medicines Act 1968. You cannot use any of these titles in your company name unless the body shown below confirms (letter or email) that you are authorised to use the relevant title. England, Wales and Scotland: The General Pharmaceutical Council 25 Canada Square London E14 5LQ Northern Ireland: The Pharmaceutical Society of Northern Ireland 73 University Street Belfast BT7 1HL
Chiropractor Chiropractic practitioner Chiropractioner Chiropractic physician	These words and expressions are controlled by the Chiropractors Act 1994. You cannot use this word unless the body shown below confirms (letter or email) that it has no objection. The Chief Executive General Chiropractic Council 44 Wicklow Street London WC1X 9HL Email: enquiries@gcc-uk.org
Contact lens	You cannot use this expression unless you are a registered medical practitioner, a registered optometrist or a registered dispensing optician authorised to carry out this activity. You will need to provide evidence of your registration with your application. Alternatively, if you are a manufacturer or supplier of contact lenses you will need to confirm this in writing with your application.
Credit Union	This expression is controlled by the Credit Union Act 1979. You cannot use this expression unless the body shown below confirms (letter or email) that it has no objection. Sensitive Business Names Team

	<p>Financial Conduct Authority 25 The North Colonnade Canary Wharf London E14 5HS</p> <p>Email: SensitiveBusinessN@fca.org.uk</p>
Dispensing Optician	<p>This expression is controlled by the Opticians Act 1989. You cannot use it unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The Registrar General Optical Council 41 Harley Street London W1G 8DJ</p> <p>Email: goc@optical.org</p>
Enrolled Optician	<p>This expression is controlled by the Opticians Act 1989. You cannot use it unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The Registrar General Optical Council 41 Harley Street London W1G 8DJ</p> <p>Email: goc@optical.org</p>
General practitioner	<p>This expression is a protected title controlled by section 49 of the Medical Act 1983. You cannot use this expression in your company name unless your professional body confirms (letter or email) that you are authorised to use the relevant title.</p>
Geneva Cross	<p>This expression is controlled by the Geneva Convention Act 1957 and will not be permitted for use in a company name.</p>
<p>Olympic Olympian Olympiad Paralympic Paralympian Paralympiad</p>	<p>The words Olympic, Olympian, Olympiad, Paralympic, Paralympian and Paralympiad plus their plurals, translations and anything similar to them are protected by the Olympic Symbol etc (Protection) Act 1995.</p> <p>To use any of these words and expressions you must obtain the written consent of:</p> <p>British Olympic Association 60 Charlotte Street London W1T 2NU</p> <p>Email: brandprotection@teamgb.com</p>
<p>Citius, Altius, Fortius, Faster, Higher, Stronger Spirit in Motion.</p>	<p>These expressions, their translations and anything similar to them are protected by the Olympic Symbol etc. (Protection) Act 1995 To use any of these expressions you must obtain the written consent of the British Olympic Association at the above address.</p>

<p>Ophthalmic Optician Optician Optometrist</p>	<p>These words and expressions are controlled by the Opticians Act 1989. To support your application you must provide an email or letter of non-objection from the General Optical Council or evidence that confirms you are entitled to use this title.</p> <p>You cannot use these words or expressions unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The Registrar General Optical Council 41 Harley Street London W1G 8DJ</p> <p>Email: goc@optical.org</p>
<p>Ordnance Survey</p>	<p>You cannot use the expression in your proposed name unless the body shown below confirms (letter or email) that it has no objection.</p> <p>Ordnance Survey Explorer House Adanac Drive Southampton SO16 0AS</p> <p>Email: customerservices@ordnancesurvey.co.uk</p>
<p>Physician</p>	<p>This word is a protected title controlled by section 49 of the Medical Act 1983. You cannot use it in your company name unless your professional body confirms (letter or email) that you are authorised to use the relevant title.</p> <p>Email: gmc@gmc-uk.org</p>
<p>Red Crescent Red Cross Red Lion and Sun</p>	<p>These expressions are protected controlled by the Geneva Conventions Act 1957 and will not be permitted for use in a company or business name.</p>
<p>Registered Optician.</p>	<p>This expression is controlled by the Opticians Act 1989. You cannot use it unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The Registrar General Optical Council 41 Harley Street London W1G 8DJ</p> <p>Email: goc@optical.org</p>
<p>Solicitor</p>	<p>Different requirements apply for companies registered in England and Wales, Scotland or Northern Ireland.</p> <p>England and Wales: If you are an existing firm of solicitors (i.e. a sole proprietor or partnership) you will already be regulated by the Solicitors Regulatory Authority (SRA).</p> <p>Your application to form a company must include a copy of your practice</p>

	<p>letterhead which includes the statement "regulated by the Solicitors Regulatory Authority".</p> <p>If you are a new firm your application must include a letter or email from the SRA confirming that it has no objection. Email (preferred): operations@sra.org.uk</p> <p>The Solicitors Regulatory Authority Operations The Cube 199 Wharfside Street Birmingham B1 1RN</p> <p>Scotland: You cannot use this word unless the body shown below confirms (letter or email) it has no objection.</p> <p>The Law Society of Scotland 26 Drumsheugh Gardens Edinburgh EH3 7YR</p> <p>www.lawscot.org.uk/abiyt-us/contact-us</p> <p>Northern Ireland: You cannot use this word unless the body shown below confirms (letter or email) it has no objection.</p> <p>The Law Society of Northern Ireland 96 Victoria Street Belfast BT1 3GN</p> <p>www.lawsoc-ni.org/contact-us/</p>
Surgeon	<p>This word is a protected title controlled by section 49 of the Medical Act 1983 You cannot use this word in your company name unless your professional body confirms (letter or email) that you are authorised to use the relevant title.</p> <p>Email: gmc@gmc-uk.org</p>
Vet Veterinary Veterinary Surgeon Veterinary Practitioner	<p>These words and expressions are controlled by the Veterinary Surgeons Act 1966. You cannot use this word or expression unless the body shown below confirms (letter or email) that it has no objection.</p> <p>The Registrar Royal College of Veterinary Surgeons 62-64 Horseferry Rd London SW1P 2AF</p> <p>Email: info@rcvs.org.uk</p>

how to contact us

Version 5.4 (03/15)

contact centre: **0303 1234 500**

(for training and quality purposes your call may be monitored)

mini-com: 029 2038 1245

enquiries@companieshouse.gov.uk

www.gov.uk/companieshouse

Cardiff: Companies House
Crown Way
Cardiff CF14 3UZ

Edinburgh: Companies House
4th Floor, Edinburgh Quay 2
139 Fountainbridge
Edinburgh EH3 9FF

London: Companies House
4 Abbey Orchard Street
Westminster
London SW1P 2HT

Belfast: Companies House
Second Floor
The Linenhall
32-38 Linenhall Street
Belfast
Northern Ireland BT2 8BG