

FAQs regarding Company/LLP Name Reservation

1.	How can we reserve a company name?	<p>Name of the company can be reserved either:</p> <ul style="list-style-type: none"> • Online • Offline <p>For online name reservation, create user ID by signup to eServices at https://leap.secp.gov.pk/#/user/login</p> <p>fill application form, submit it to the SECP and pay the requisite fee of Rs 200/-</p> <p>For offline name reservation, fill name reservation application INC-Form-I, attach original challan of Rs.500/- being application fee and send the documents to SECP. INC-Form-I is available at https://www.secp.gov.pk/company-formation/formsapplications-schedule-of-filling-of-returns/applications/</p> <p>Bank challan form can be downloaded at https://challan.secp.gov.pk/manualChalnGenrator/main.faces</p> <p>After submission of application for name reservation, it is examined /processed by the dealing Registrar and name reservation confirmation is sent to the applicant through email</p>
2.	How can we create user ID?	<p>User ID can be created by clicking signup to eServices at https://leap.secp.gov.pk/#/user/login.</p> <p>User can create its ID either as:</p> <ul style="list-style-type: none"> • Signup for National • Signup for Overseas NICOP Holders • Signup for Foreign/POC Holders <p>Note 1: It is mandatory that applicant holds valid CNIC and mobile number registered in the name of applicant/against his/her CNIC</p> <p>Note 2: Foreign user needs to attach notarized /attested copy of passport and picture</p>
3.	Is it mandatory to select a company kind?	<p>Company kind is mandatory selection from the dropdown list from which the system automatically assigns whether the company is Private limited, public limited etc.</p>
4.	Why the option of Company Name Reservation (CNR) and Name Reservation and Incorporation	<p>The applicant may file the standalone process for name reservation or name reservation and incorporation (combined process).</p>

	(Combined) have been provided separately?	
5.	Can company name be searched/checked through SECP website?	Company name can be searched/checked through SECP search facility at https://eservices.secp.gov.pk/eServices/NameSearch . However, the result appeared therein is just an information, not confirmation of availability of name. The final decision rests with the dealing Registrar
6.	What are the provisions of law related to company name reservation?	Application for availability of company name is processed in terms of section 10 and 26 of the Companies Act, 2017 read with regulation 3 and 4 of the Companies Incorporation Regulations, 2017
7.	What is the fee for company/ LLP name reservation?	<ul style="list-style-type: none"> • Company name reservation fee Rs.500/-offline & Rs.200/- online • LLP name reservation fee Rs. 200/- offline & Rs.100/- online
8.	How much time name is reserved in the system?	The name of company & LLP is reserved for 60 days and 30 days respectively
9.	Can company /LLP name be extended for further period?	There is no provision of extension of name. It cannot be extended for further period. After the expiry of name, application for availability of name may be submitted again subject to its availability.
10.	How many names can be proposed in single application?	One name is mandatory, however, two additional names may be proposed. However, fee shall be charged for one name only.
11.	What do you mean by significance of proposed company name?	Applicant is required to fill the significance column by providing meaning and purpose of the proposed name and explanation of the abbreviations or non-dictionary words, if used in the name.
12.	What is principal line of business?	<p>Principal line of business means the business in which substantial assets are held or likely to be held or substantial revenue is earned or likely to be earned by a company, whichever is higher.</p> <p>Every company at the time of name reservation has to provide the principal line of business which is business activity to be carried out by the company.</p>
13.	Why should I provide the name of other similar local/foreign company with identical name?	This field is mandatory for those companies who have affiliation with already existing company with identical or similar names.

14.	How a foreign company name be applied?	<p>Foreign company name can be applied either:</p> <ul style="list-style-type: none"> • Online • Offline <p>However, prior approval /NOC of Board of Investment (BOI) is required to be attached with name availability application.</p>
15.	What are phorobited words/restricted words?	<p>Prohibited words /restricted words are available in Regulation 4(2) of the Companies Incorporation Regulations, 2017 along with criteria. The Regulations are available on SECP website at https://www.secp.gov.pk/laws/notifications/.</p>
16.	How can I incorporate a company containing the word GROUP in the name?	<p>As per Regulation 4(2)(xix) of the Companies (Incorporation) Regulations, 2017. The word GROUP may be allowed to company where it implies several companies under single corporate ownership and applicants have to provide evidence of subsidiary/associate relationship with two or more companies.</p> <p>In case if the company have already two companies, the proposed company has to provide board resolution of already incorporated companies to form a group company. The regulations are available on SECP website at https://www.secp.gov.pk/laws/notifications/.</p>
17.	How can I incorporate a company containing the word HOLDING in the name?	<p>As per Regulation 4(2)(xx) of the Companies (Incorporation) Regulations, 2017. The word holding may be allowed in case of a company where it qualifies to be a holding company as defined in clause 37 of sub-section (1) of section 2 of the Companies Act, 2017.</p>
18.	How can I incorporate Financial Advisory /Investment Advisory other similar other specialized companies?	<p>As per Regulation 4(2)(xxii) of the Companies (Incorporation) Regulations, 2017. The company name containing the words Finance, Financial, Investment Finance, Investment Advisory, Leasing, Asset Management, Housing Finance, Modaraba, Venture Capital, Private Equity may be allowed in case of Non-Banking Finance Company, investment company, Modaraba company, brokerage house subject to prior approval by the Commission. In case of any public sector financial institution subject to prior approval by the Commission or State Bank of Pakistan, as the case may be.</p>
19.	Can we use the name of two countries?	<p>As per Regulation 4(2)(xxiii) of the Companies (Incorporation) Regulations, 2017. Name of Company containing names of two countries i.e., Pakistan/Pak and any other foreign country may be allowed in case of companies where documentary evidence is provided to support the fact that the company is a Joint Venture of two Governments or companies or individuals of two relevant countries.</p>

20.	How can I make payment?	<p>Payment can be made either:</p> <ul style="list-style-type: none"> • Credit Card/Debit Card • 1bill (1link) (digital banking, mobile banking, easy paisa, ATM or over the counter)
21.	How can we get name reservation confirmation letter?	<ul style="list-style-type: none"> • Name reservation letter is sent to applicant through email provided by applicant at the time of submitting name reservation application. • In case of physical submission, hard copy of name reservation letter may also be issued.
22.	How can we delete reserved name?	Reserved name can be deleted by submitting application for deletion of name alongwith copy of name reservation confirmation email/letter at business.centre@secp.gov.pk
23.	What documents are required, if any foreign country incorporates subsidiary in Pakistan?	Proposed company is required to provide duly signed board resolution of foreign company/parent company at the time of name reservation.
24.	What is the next step if a company name is refused by the dealing registrar?	As per section 10(6) of the Companies Act, 2017, If company name is refused by the registrar, the aggrieved person may within thirty days of the order of refusal prefer an appeal to the Commission. Further, it is to be noted that an order of the Commission under sub-section (6) shall be final and shall not be called in question before any court or other authority.
25.	What if it is found that a company name is reserved by furnishing false or incorrect information?	As per section 10(5) of the Companies Act, 2017, where it is found that a name was reserved under sub-section (4), by furnishing false or incorrect information, such reservation shall be cancelled and in case the company has been incorporated, it shall be directed to change its name.
26.	What is the main criteria for choosing a company /LLP name?	<p>Section 10 of the Companies Act, 2017 provided that no company shall be registered by a name which contains such word or expression;</p> <ul style="list-style-type: none"> (a) identical with or resemble or similar to the name of a company; or (b) inappropriate; or (c) undesirable; or (d) deceptive; or (e) designed to exploit or offend religious susceptibilities of the people;

27.	If a company/LLP can¹ use non-dictionary word in its name?	A company may have a non-dictionary word in its name making it different and unique, however, the same shall not be allowed to any other company unless both companies have common directorship, subject to provision of board resolution of existing company.
28.	If words international/global/ worldwide/ world can be used in NGO/ association not for profit licensed under section 42?	The use of word International/global/ world in name of company licensed under section 42 appears to be an INGO and INGOs are registered with Ministry of Interior.
29.	If singular/ plural form of words and full/ abbreviated form of words are considered different in company/LLP name?	<p>The singular or plural form of words and short and full form of a word shall not make any difference while comparing company /LLP names, e.g.</p> <p>Green Technology (Private) Ltd, Greens Technology (Private) Ltd, Greens Technologies Limited, Green Tech (Private) Ltd etc are considered as resembling /identical names.</p>
30.	If company/ LLP names are considered different by using space between letters, punctuation marks and special characters?	<p>The space between letters, punctuation marks and special characters used in company/LLP name shall not make any difference while comparing the company names, e.g;</p> <ul style="list-style-type: none"> ➤ ABC (Pvt) Ltd, A.B.C. (Pvt) Ltd and A B C (Pvt) Ltd are considered as resembling /identical names. ➤ TeamWork (Pvt) Ltd, Team@Work (Pvt) Ltd and Team-Work (Pvt) Ltd are considered as resembling /identical names.
31.	If use of different tenses in the name of company /LLP is considered different?	<p>The use of different tenses and difference of a word being verb or noun in company name shall not make any difference, e.g.</p> <p>.,,Ascend Solutions (Pvt) Ltd, Ascended Solutions (Pvt) Ltd and Ascending Solutions (Pvt) Ltd are considered as resembling /identical names.</p> <ul style="list-style-type: none"> ➤ Speak English Solutions (Pvt) Limited and Spoken English Solutions (Pvt) Limited is considered as resembling /identical names. <p>Advise Solutions (Pvt) Ltd and Advice Solutions (Pvt) Ltd is considered as resembling /identical names.</p>
32.	If misspelled words make any difference in company/ LLP names?	<p>The use of different spellings having phonetic resemblance including use of misspelled words of an expression shall not make company names different, e.g.;</p> <ul style="list-style-type: none"> ➤ Chemtech (Pvt) Ltd, Chemtec (Pvt) Ltd., Chemtek (Pvt) Ltd., Cemtech (Pvt) Ltd., Cemtek (Pvt) Ltd., Kemtech

		<p>(Pvt) Ltd., and Kemtek (Pvt) Ltd are considered as resembling /identical names.</p> <ul style="list-style-type: none"> ➤ Bee Kay Ltd, BK Ltd, Be Kay Ltd., B Kay Ltd., Bee K Ltd., B.K. Ltd. and Bee Kay Ltd are considered as resembling /identical names. ➤ Access Tourism (Pvt) Ltd, Xcess Tourism (Pvt) Ltd and Excess Tourism (Pvt) Ltd are considered as resembling /identical names.
33.	If terms net, dot, www, com etc. used in company /LLP name make any difference?	<p>The use of words such as ‘www’ or a domain extension such as ‘net’, ‘dot’ or ‘com’ in company names shall not make any difference, e.g.;</p> <ul style="list-style-type: none"> ➤ Ultra Solutions (Pvt) Ltd and Ultrasolutions.com (Pvt) Ltd are considered as resembling /identical names.
34.	If a company/LLP name contains same words, however order of words is different from other company/ LLP name?	<p>The difference of order of words in the company name shall not make them distinctive, e.g.;</p> <ul style="list-style-type: none"> ➤ Ravi Builders and Contractors (Pvt) Ltd, Ravi Contractors and Builders (Pvt) Ltd are considered as resembling /identical names. ➤ Bluetech (Pvt) Ltd and Techblue (Pvt) ltd are considered as resembling /identical names.
35.	If use of definite/ indefinite articles (a, an, the) make company/ LLP names different from existing companies/LLPs?	<p>The use of the definite or indefinite article (a, an, the) in company names does not make any difference, e.g.</p> <ul style="list-style-type: none"> ➤ Congenial Tours Ltd, A Congenial Tours Ltd and The Congenial Tours Ltd are considered as resembling /identical names.
36.	If the word/words having same meaning in different languages in company/LLP name are considered different?	<p>The words used in company names having same meanings in different languages are considered same e.g.;</p> <ul style="list-style-type: none"> ➤ Green Energy (Pvt) Ltd and Sabz Tawanayi (Pvt) Ltd are considered as resembling /identical names. ➤ Agricultural Development Bank Pakistan and Zarai Taraqati Bank Pakistan are considered as resembling /identical names.
37.	If mere use of name of a place/ city in a company/ LLP name is considered as different?	<p>The addition of the name of a place to an existing name does not make any difference; e.g.;</p> <ul style="list-style-type: none"> ➤ Salvage Technologies (Pvt) Ltd, Salvage Technologies Islamabad (Pvt) Ltd and Salvage Islamabad Technologies (Pvt) Ltd are considered as resembling /identical names.
38.	If addition of number (either in figure or word) makes difference	<p>The mere addition of numeric (either number or words) in company name does not make any difference e.g.;</p>

	in company / LLP names?	<ul style="list-style-type: none"> ➤ Thunder (Pvt) Ltd, Thunder One (Pvt) Ltd and 1Thunder (Pvt) Ltd are considered as resembling /identical names.
39.	If the word(s) derived from a dictionary word (and/ or depicts same meaning) make difference in company/ LLP names?	<p>The different forms of a word in company names does not make difference, e.g.;</p> <ul style="list-style-type: none"> ➤ Noor Constructor (Pvt) Ltd and Noor Construction (Pvt) Ltd are considered as resembling /identical names. ➤ Noor Real Estate (Pvt.) Limited, Noor Realtors (Pvt.) Ltd and Noor Realty (Pvt.) Ltd are considered as resembling /identical names. ➤ Noor Real Estate (Pvt.) Ltd and Noor Estate (Pvt.) Ltd are considered as resembling /identical names.
40.	If first two words, being universal truth, are used by different company/ LLP names?	In case where first two words, being universal truth e.g. blue ocean, green leaf, red brick of the company names are same, such name may be allowed by addition of any other dictionary/ significant word at the end.
41.	If the first word in a company/ LLP name is a dictionary word, can it be used by other company/ LLP name?	If first word, being a dictionary word in company names is same e.g. green, the same may be allowed with addition of a different word, having same principal line of business e.g. Green (Pvt) Ltd and Green Flower (Pvt.) Ltd having same principal line of business, shall be considered as different.
42.	If word National can be used in company/ LLP name?	In case where word National is used in company name, the same may be allowed to Government patronage company.
43.	If word Pakistan/Pak can be used in company/ LLP name?	<p>In case where word Pakistan/Pak is used in company name:</p> <ul style="list-style-type: none"> ➤ As prefix, documentary proof of connection with Government needs to be provided ➤ As suffix in company name, proper justification to the satisfaction of registrar needs to be provided. ➤ where words 'of Pakistan' is used as suffix in company name, documentary proof of connection with Government needs to be provided.
44.	If a company name is identical to struck off/ ceased/ wound-up company?	In case a company name is identical to a struck off/ wound-up/ ceased company name, that name may be allowed after due diligence upon satisfaction of Registrar.
45.	If a proposed company name is identical to a name kept by a company previously (before change of name)?	In case a company name is identical to a company name that was kept by a company previously and later it has been changed by the company and adopted some other name, registrar may exercise due diligence while allowing such company name.
46.	Which company name is in-appropriate?	The company name is said to be inappropriate if it contains word/ words that does not match with principle line of business/

		objects of the company or meaning of the name have negative impression/impact.
47.	If the words capital, commodities and security can be used in company/LLP names?	The use of word commodities (other than member of PMEX), security (other than security guard services company or IT /cyber security), capital (other than its use in a brokerage house/non-banking finance company), shall not be allowed.
48.	What are restricted/undesirable words?	The company name shall not contain restricted/ undesirable words e.g. garrison, GMBH, PTE, SEZ, FEZ, Inc., LLC, incorporated or any other word, until proper justification upto the satisfaction of registrar is provided.
49.	What are deceptive company/ LLP names?	<p>A company/LLP name is said to be deceptive, if;</p> <ul style="list-style-type: none"> (a) It contains famous business name/ trade name. (b) It is identical to multinational companies/ international brands. (c) It has resemblance with federal or provincial govt./ famous personality/govt. projects/ international projects/ army or navy or air force related names or their projects or operations / national or international organizations.
50.	What is the criteria of incorporating subsidiary /wholly owned subsidiary of a company registered outside Pakistan?	The company incorporated outside Pakistan shall provide a copy of board resolution to incorporate subsidiary /wholly owned subsidiary in Pakistan.