

REGISTRATION OF BUSINESS NAMES ACT

CHAPTER 82:85

Act

7 of 1923

Amended by

6 of 1950

172/1961

8/1962

2/1963

21/1963

136/1976

45 of 1979

*4 of 2024

*15 of 2024

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Note on Adaptation

1. Certain fees in this Chapter were increased by the Commission under paragraph 4 of the Second Schedule to the Law Revision Act (Chap. 3:03). Where this occurs, a marginal reference in the form normally indicating an amendment is made to LN 51/1980 (the Legal Notice by which the President's approval was signified).

2. Under paragraph 6 of the Second Schedule to the Law Revision Act (Chap. 3:03) the Commission amended certain references to public officers in this Chapter. The Minister's approval of the amendments was signified by LN 120/1980, but no marginal reference is made to this Notice where any such amendment is made in the text.

Note on Act No. 4 of 2024

Amendments made by this Act by Act No. 4 of 2024 (as amended by Act No. 15 of 2024) took effect on 12th August 2024 and 14th October 2024 by LN 136/2024 and LN 184/2024 respectively.

Note on Act No. 15 of 2024

Amendments made to this Act by Act No. 15 of 2024 took effect on 14th October 2024 by LN 185/2024.

CHAPTER 82:85

REGISTRATION OF BUSINESS NAMES ACT

ARRANGEMENT OF SECTIONS

SECTION

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CHAPTER 82:85

REGISTRATION OF BUSINESS NAMES ACT

1950 Ed.
Ch.31. No. 3.
7 of 1923.

An Act to provide for the registration of firms and persons carrying on business under business names and for purposes connected therewith.

Commencement.

[1ST OCTOBER 1923]

Short title.

1. This Act may be cited as the Registration of Business Names Act.

Interpretation.
[4 of 2024].

2. (1) In this Act—

“authorised corporate service provider” means an attorney-at-law or accountant who is registered with the Registrar General to perform functions pursuant to the Registration of Business Names (Electronic Filing) Regulations, 2023 and who has been authorised to act on behalf of and to bind an owner or partner;

“business” includes profession;

“business name” means the name or style under which any business is carried on, whether in partnership or otherwise;

“Court” means the High Court or a Judge thereof;

“firm” means an unincorporate body of two or more individuals, or one or more individuals and one or more corporations, or two or more corporations, who have entered into partnership with one another with a view to carrying on business for profit;

“foreign firm” means any firm, individual, or corporation whose principal place of business is situated outside of Trinidad and Tobago;

“individual” means a natural person and does not include a corporation;

“initials” includes any recognised abbreviation of a given name;

“Registrar” means the Registrar General;

“showcards” means cards containing or exhibiting articles dealt with, or samples or representations thereof.

(2) References in this Act to a former given name or surname shall not, in the case of any person, include a former given name or surname where that name or surname has been changed or disused before the person bearing the name had attained the age of eighteen years.

2A. (1) The Registrar General may determine that any document required to be—

(a) submitted or delivered to; or

(b) received by, filed with or registered by,

the Registrar General, pursuant to this Act, may be so submitted, delivered or received, filed or registered via an electronic system identified, established or maintained by the Registrar General for that purpose and that document may be in electronic form.

(2) Where a document is submitted, delivered to or received, filed or registered by the Registrar General via an electronic system identified, established or maintained by the Registrar General for that purpose, that document, endorsed as required, with the word “Registered”, may be provided in electronic form, to the firm or person registering.

3. (1) Subject to the provisions of this Act, to carry on business in Trinidad and Tobago—

(a) every firm; and

(b) every individual, intending to carry on business under a business name which does not consist of his true surname without any addition other than his true given names or the initials thereof,

shall be registered in the manner provided for by this Act.

(2) Every firm carrying on business in Trinidad and Tobago before the commencement of section 3(1)(a), which is not registered and is continuing to carry on such business, shall register in the manner directed by this Act within three months of the commencement of this section.

Electronic system.
[4 of 2024].

Firms and persons to be registered.
[15 of 2024].

(3) The purchase or acquisition of property by two or more persons is not of itself to be deemed as carrying on a business whether or not the owners share any profits arising from the sale thereof.

Business names.
[4 of 2024].

3A. (1) The Registrar may, upon request and upon payment of the prescribed fee, reserve for forty-five days a name for a proposed business or for a business about to change its name.

(2) The registration of a business name under this Act shall not be construed as authorising the use of that name if, apart from the registration, the use thereof could be prohibited.

(3) A business name shall not—

- (a) be the same as or similar to the business name or name of any other person or of any partnership or firm, association, non-profit organisation, or any registered trade mark or any well-known trade mark as determined under section 13A of the Trade Marks Act if the use of that name would be likely to confuse or mislead, unless the person, partnership, or firm, association or non-profit organisation consents in writing to the use of that name in whole or in part and, if required by the Registrar, undertakes to dissolve or cease to carry on its business or activities or change his or its name to a dissimilar name within six months after the filing of the statement by which the name is acquired;
- (b) be primarily a geographic name used alone unless the applicant establishes to the satisfaction of the Registrar that the name has, through use, acquired and continues to have a secondary meaning;
- (c) suggest or imply a connection with the State, or the Government or of any Ministry, Department, Branch, Bureau, Service Agency or activity of the Government, unless consent in writing to the

proposed name is duly obtained from the appropriate Minister;

- (d) contain the word or words “credit union”, “co-operative” or “co-op” when it connotes a co-operative venture;
- (e) suggest or imply a connection with a university or a professional association recognised by the laws of Trinidad and Tobago unless the university or professional association concerned consents in writing to the use of the proposed name;
- (f) comprise entirely of general words unless the name has become established by a long and continuous prior use;
- (g) contain a word or phrase that is obscene or connotes an undertaking that is scandalous, obscene or immoral; or
- (h) in the opinion of the Registrar, be undesirable.

(4) Where the registration of a business name is refused under this section, any person carrying on business under that name is liable under section 9 to the same penalties as if he had without reasonable excuse made default in furnishing a statement of particulars with respect to that name.

(5) Where the Registrar has reason to believe that a proposed business name may be undesirable, the Registrar may require the applicant to indicate, in writing, the derivation of the proposed name.

(6) A proposed business name shall not be reserved or registered where the business name—

- (a) is prohibited or refused under this section; or
- (b) is reserved for another firm or an individual or intended firm or registration by an individual.

(7) Where, through inadvertence or otherwise, a firm or an individual—

- (a) is registered with a business name that contravenes this section; or

(b) is, upon an application to change its name, granted a name that contravenes this section, the Registrar may direct the firm or the individual to change its business name in accordance with section 8.

(8) Where a firm or an individual has been directed under subsection (7) to change its business name and has not, within sixty days from the service of the direction to that effect, changed its name to a business name that complies with this Act, the Registrar may revoke the business name of the firm or the individual and assign to it a business name and, until changed in accordance with section 8, the business name of the firm or the individual is thereafter the business name so assigned.

(9) A firm or individual aggrieved by the decision of the Registrar General under this section may appeal the decision to the Court.

(10) When a firm or individual has had its name revoked and a name assigned to it under subsection 8, the Registrar shall issue a certificate of amendment showing the new business name of the firm or individual and shall forthwith give notice of the change in the *Gazette* or by other means approved by the Registrar.

(11) The Registrar may recover the cost of giving notice in a daily newspaper under subsection (10) from the firm or individual in respect of which the notice is given.

Registration by
nominee, etc.

Schedule.

4. Where a firm, individual, or corporation having a place of business within Trinidad and Tobago carries on the business wholly or mainly as nominee or trustee of or for another person, or other persons, or another corporation, or acts as general agent for any foreign firm, the first mentioned firm, individual, or corporation shall be registered in manner provided by this Act and, in addition to the other particulars required to be furnished and registered, there shall be furnished and registered the particulars mentioned in the Schedule but where the business is carried on by a trustee in bankruptcy or the Official Receiver or a receiver or manager appointed by the Court, registration under this section shall not be necessary.

5. (1) Every firm or person required under this Act to be registered shall furnish to the Registrar a statement in the prescribed form containing the following particulars:

Manner and particulars of registration. [4 of 2024].

- (a) the business name;
- (b) the general nature of the business;
- (c) the principal place of the business;
- (d) where the registration to be effected is that of a firm—
 - (i) the present given name and surname, any former given name or surname, the nationality, the usual residence, the other business occupation (if any) of each of the individuals who are partners, and the corporate name, jurisdiction of incorporation or formation, status and registered or principal office of every corporation which is a partner;
 - (ii) the present given name and surname, nationality, the latest known address, the occupation, the date on which any person became a beneficial owner and the basis upon which he was considered a beneficial owner; and
 - (iii) a partnership agreement, if any;
- (e) where the registration to be effected is that of an individual, the present given name and surname, any former given name or surname, the nationality, the usual residence, and the other business occupation (if any) of such individual;
- (f) where the registration to be effected is that of a corporation, its corporate name and registered or principal office;
- (g) if the business is commenced after the commencement of this Act, the date of the commencement of the business.

(2) Where a business is carried on under two or more business names, each of those business names must be stated.

Statement to be signed by persons registering. [4 of 2024].

6. The statement required for the purpose of registration must in the case of an individual be signed by him or an authorised corporate service provider and in the case of a corporation by a director, secretary thereof or an authorised corporate service provider and in the case of a firm either by all the individuals who are partners or an authorised corporate service provider on their behalf, and by a director or the secretary of all corporations which are partners or an authorised corporate service provider on their behalf or by some individual who is a partner or an authorised corporate service provider on their behalf, or a director or the secretary of some corporation which is a partner or an authorised corporate service provider on their behalf and in either of the last two cases must be verified by a statutory declaration made by the signatory. No such statutory declaration stating that any person other than the declarant is a partner or an authorised corporate service provider on their behalf, or omitting to state that any person other than as aforesaid is a partner or an authorised corporate service provider on their behalf, shall be evidence for or against any such other person in respect of his liability or non-liability as a partner or an authorised corporate service provider on their behalf, and the Court may, on application of any person alleged or claiming to be a partner or an authorised corporate service provider on their behalf, direct the rectification of the register and decide any question arising under this section.

7. *(Repealed by Act No. 15 of 2024).*

Registration of changes in firm. [4 of 2024].

8. Whenever a change is made or occurs in any of the particulars registered in respect of any firm or person, the firm or person shall, within fourteen days after the change, or such longer period as the Registrar may, on application being made in any particular case, whether before or after the expiration of such fourteen days, allow, furnish to the Registrar a statement in the prescribed form specifying the nature and date of the change signed, and where necessary verified, in like manner as the statement required on registration.

9. If any firm or person by this Act required to furnish a statement of particulars or of any change in particulars shall without reasonable excuse make default in so doing in the manner and within the time specified by this Act, every partner in the firm or the person so in default is liable to a fine of ten thousand dollars and for every day in which the offence continues, a further fine of three hundred dollars, and the Magistrate shall order a statement of the required particulars or change in the particulars to be furnished to the Registrar within such time as may be specified in the order.

Penalty for default in registration. [15 of 2024].

9A. Where, contrary to a provision of this section, a firm or individual fails, within the time specified for so doing, to submit to the Registrar General any document, the Registrar General is entitled to collect from the firm or individual, a penalty of three hundred dollars for every month, or part thereof, that the firm fails to submit the document to the Registrar General.

Penalty for late filing of documents. [15 of 2024].

9B. (1) When a firm fails without reasonable cause to send any return, notice, document or prescribed fee to the Registrar General, as required pursuant to this Act, or the Partnerships Act, the Registrar General shall send to the firm a notice advising of the default and stating that—

Suspension of Registration. [15 of 2024].

- (a) on the day following the expiration of thirty days after the date of the notice, unless the default is remedied, the registration of the firm shall be suspended for a period of thirty days; and
- (b) on the day following the expiration of the time mentioned in paragraph (a) unless the default is remedied, the registration of the firm shall be cancelled.

(2) The Registrar shall publish a notice in the *Gazette* and by other means approved by the Registrar, where the suspension or cancellation under subsection (1) occur.

(3) Where the default is remedied by the firm during the period of suspension, the Registrar General shall publish a notice to that effect in the *Gazette* and by other means approved by the

Registrar General and upon the publication of the notice, the suspension of the registration of the firm shall cease.

(4) A firm whose registration is suspended or cancelled may appeal that decision to a Judge of the High Court.

(5) The rights of the creditors of a firm are not affected by the suspension or cancellation of its registration under this Act.

(6) Where the registration of a firm is cancelled under subsection (1) it may, within six months of the cancellation, apply to the Registrar General to be restored by submitting—

- (a) all outstanding notices, returns and documents;
- (b) an application in the prescribed form; and
- (c) payment of the prescribed fees and all applicable penalties.

(7) The Registrar General may, upon receipt of the application under subsection (6), resume the status of registration of the firm as if its registration had not been cancelled and issue a certificate in the prescribed form.

(8) Where the status of registration of the firm is restored, the Registrar General shall publish a notice to that effect in the *Gazette* and by other means approved by the Registrar General.

Disability of
persons in
default.

10. (1) Where any firm or person by this Act required to furnish a statement of particulars or of any change in particulars has made default in so doing, then the rights of that defaulter under or arising out of any contract made or entered into by or on behalf of the defaulter in relation to the business in respect to the carrying on of which particulars were required to be furnished at any time while he is in default shall not be enforceable by action or other legal proceeding either in the business name or otherwise.

(2) (a) The defaulter may apply to the Court for relief against the disability imposed by this section, and the Court, on being satisfied that the default was accidental, or due to inadvertence or some other sufficient cause, or that on other grounds it is just and equitable to grant relief, may grant such

relief either generally or as respects any particular contracts, on condition of the costs of the application being paid by the defaulter, unless the Court otherwise orders, and on such other conditions (if any) as the Court may impose, but such relief shall not be granted except on such service and such publication of notice of the application as the Court may order, nor shall relief be given in respect of any contract if any party to the contract proves to the satisfaction of the Court that, if this Act had been complied with, he would not have entered into the contract.

(b) Nothing herein contained shall prejudice the rights of any other parties as against the defaulter in respect of such contract as aforesaid.

(c) If any action or proceeding is commenced by any other party against the defaulter to enforce the rights of such party in respect of such contract, nothing herein contained shall preclude the defaulter from enforcing in that action or proceeding, by way of counterclaim, set off, or otherwise, such rights as he may have against that party in respect of the contract.

(3) Without prejudice to the power of the Court to grant such relief as aforesaid, if any proceeding to enforce any contract is commenced by a defaulter in a Petty Civil Court, such last named Court may, as respects that contract, grant such relief as aforesaid.

11. Where any statement required to be furnished under this Act contains any matter which is false in any material particular to the knowledge of any person signing it, that person is liable to a fine of one thousand dollars and to imprisonment for three months.

Penalty for false statements.

12. (1) The Registrar may require any person to furnish to him such particulars as he thinks necessary for the purpose of ascertaining whether or not the person or the firm of which he is partner should be registered under this Act, or an alteration made in the registered particulars, and may also, in the case of a corporation, require the secretary, or any other officer of a corporation performing the duties of secretary, to furnish such particulars, and any person who, when so required, fails to supply such particulars

Duty to furnish particulars to Registrar.

as it is in his power to give, or furnishes particulars which are false in any material particular, is liable to a fine of one thousand dollars and to imprisonment for three months.

(2) Where, from any information so furnished, it appears to the Registrar that any firm or person ought to be registered under this Act, or an alteration ought to be made in the registered particulars, the Registrar may require the firm or person to furnish to him the required particulars within such time as may be allowed by the Registrar, but, where any default under this Act has been discovered from the information acquired under this section, no proceedings under this Act shall be taken against any person in respect of the default prior to the expiration of the time within which the firm or person is required by the Registrar under this section to furnish particulars to him.

Registrar to file statement and issue certificate of registration. [4 of 2024].

13. (1) On receiving any statement or statutory declaration made in pursuance of this Act, the Registrar shall cause the same to be filed, and he shall send by post or deliver a certificate of the registration thereof to the firm or person registering, and the certificate or a certified copy thereof shall be kept exhibited in a conspicuous position at the principal place of business of the firm or individual, and, if not kept so exhibited, every partner in the firm or the person, as the case may be, is liable to a fine of one thousand dollars.

(2) The signature on the certificate under subsection (1) may be printed, electronically affixed or otherwise mechanically reproduced.

(3) The certificate under subsection (1) may be sent by post, delivered in electronic form or delivered to the firm or person registering.

Index to be kept.

14. The Registrar shall keep an index of all the firms and persons registered under this Act.

Removal of names from register. [4 of 2024].

15. (1) If any firm or individual registered under this Act ceases to carry on business, it shall be the duty of the persons who were partners in the firm at the time when it ceased to carry

on business, or of the individual, within three months after the business has ceased to be carried on, to deliver to the Registrar notice in the prescribed form that the firm or individual has ceased to carry on business, and any person whose duty it is to give the notice and who fails to do so within such time as aforesaid, is liable to a fine of one thousand dollars.

(2) On receipt of the notice as aforesaid the Registrar may remove the firm or individual from the register.

(3) Where the Registrar has reasonable cause to believe that any firm or individual registered under this Act is not carrying on business, he may send to the firm or individual by registered post or by electronic means a notice that, unless an answer is received to the notice within one month from the date thereof, the firm or individual may be removed from the register.

(4) If the Registrar either receives an answer from the firm or individual to the effect that the firm or individual is not carrying on business, or does not, within one month after sending the notice, receive an answer, he may remove the firm or individual from the register.

(5) Where a firm or individual registered under this Act ceases operations and all partners in the firm or, in the case of an individual, the individual dies, an interested person shall, within three months of the death, make a declaration accompanied by supporting documents to the Registrar General, notifying of the death of the partners or individual and the ceasing of the operations.

16. (Deleted by Act No. 4 of 2024).

17. The Registrar General shall be the Registrar for the purposes of this Act. Registrar.

18. (1) Any person may inspect the documents filed by the Registrar on payment of such fees as may be prescribed; and any person may require a certificate of the registration of any firm or person, or a copy of or extract from any registered statement, to be certified by the Registrar, and there shall be paid for the Inspection of statements registered. [2/1963 4 of 2024].

certificate of registration, certified copy, or extract such fees as may be prescribed.

(2) A certificate of registration, or a copy of or extract from any statement registered under this Act, if duly certified to be a true copy or extract under the hand of the Registrar (whom it shall not be necessary to prove to be the Registrar), whether printed, electronically affixed or otherwise mechanically reproduced, shall, in all proceedings, be received in evidence.

Minister may
make Rules.
[2/1963
45 of 1979].

19. (1) The Minister may make Rules concerning any of the following matters:

- (a) the fees to be paid to the Registrar under this Act;
- (b) the forms to be used under this Act;
- (c) the duties to be performed by the Registrar under this Act; and
- (d) generally, the conduct and regulation of registration under this Act, and any matters incidental thereto.

(2) All fees payable in pursuance of any such Rules shall be paid to the Comptroller of Accounts.

Publication of
true names, etc.
[172/1961
8/1962
136/1976
4 of 2024].

20. (1) Every individual and firm required by this Act to be registered shall, in all circumstances in which the business name appears and which are issued or sent by the individual or firm to any person, have mentioned in legible characters in the case of—

- (a) an individual, his present given name or the initials thereof, and present surname, any former given name or surname; and
- (b) a firm, the present given names or the initials thereof and present surnames, any former given names and surnames, and, in the case of a corporation being a partner, the corporate name.

(2) If default is made in compliance with this section the individual or, as the case may be, every member of the firm is liable for each offence to a fine of two hundred dollars; but no

proceedings shall be instituted under this section except by or with the consent of the Director of Public Prosecutions.

21. Where a corporation is guilty of an offence under this Act, every director, secretary, and officer of the corporation who is knowingly a party to the default is guilty of a like offence and liable to a like penalty.

Offences by corporations.

22. All offences under this Act may be prosecuted, and all penalties incurred may be imposed or recovered in the manner provided by the Summary Courts Act.

Recovery of penalties.

Ch. 4:20.

23. The Minister may by Order amend the Schedule.

Minister to amend Schedule. [4 of 2024].

SCHEDULE

Section 4.

Description of Firm, etc.	The additional particulars.
Where the firm, individual, or corporation required to be registered carries on business as nominee or trustee.	The present given name and surname, any former name, nationality, and usual residence, or, as the case may be, the corporate name, of every person or corporation on whose behalf the business is carried on; but if the business is carried on under any trust and any of the beneficiaries are a class of children or other persons, a description of the class shall be sufficient.
Where the firm, individual, or corporation required to be registered carries on business as general agent for any foreign firm.	The business name and address of the firm or person as agent for whom the business is carried on; but if the business is carried on as agent for three or more foreign firms it shall be sufficient to state the fact that the business is so carried on, specifying the countries in which the foreign firms carry on business.

L.R.O.

SUBSIDIARY LEGISLATION

BUSINESS NAMES RULES

ARRANGEMENT OF RULES

RULE

1. Citation.
2. Registrar.

PROCEDURE UNDER SECTION 16

3. *(Deleted by Act No. 4 of 2024).*
4. *(Deleted by Act No. 4 of 2024).*

APPEALS TO THE MINISTER

5. *(Deleted by Act No. 4 of 2024).*
6. *(Deleted by Act No. 4 of 2024).*
7. *(Deleted by Act No. 4 of 2024).*
8. Time.

FEEES

9. Fees.

FORMS

10. Forms.

SCHEDULE.

[Subsidiary]

BUSINESS NAMES RULES

made under section 19

G.20.9.1923.
[2/1963
21/1963
45 of 1979
51/1980
4/1985
6 of 1993
3 of 1994
4 of 2024
234/2024].

1. These Rules may be cited as the Business Names Rules. Citation.
2. Whenever any act is by the Act required to be done by the Registrar, the act shall be done by the Registrar General or by a Deputy Registrar General. Registrar.

PROCEDURE UNDER SECTION 16

3. *(Deleted by Act No. 4 of 2024).*
4. *(Deleted by Act No. 4 of 2024).*

APPEALS TO THE MINISTER

5. *(Deleted by Act No. 4 of 2024).*
6. *(Deleted by Act No. 4 of 2024).*
7. *(Deleted by Act No. 4 of 2024).*
8. The time prescribed in these Rules for doing any act thereunder by or to the Registrar, or by or to the Minister may be enlarged by the Minister upon such terms as he may direct, and the enlargement may be granted though the time has expired for doing such act. Time.

FEEES

9. The fees to be paid to the Registrar under the Act are— Fees.
 - (a) on a Statement of Particulars required by section 5 of the Act, the sum of two hundred dollars; [6 of 1993
3 of 1994
4 of 2024
234/2024].
 - (b) on any Statement of Particulars required by the Schedule to the Act when such particulars are not furnished with the Statement of Particulars required by section 5 of the Act, the sum of twenty dollars;

- (c) on a statement of any change within the meaning of section 8 of the Act, the sum of eighty dollars;
- (d) for inspecting under the provisions of section 18 of the Act the documents filed by the Registrar, the sum of one hundred dollars;
- (e) on the application of any person requiring under section 18 of the Act a certificate of registration of any firm, individual or corporation or a certified copy of or extract from any registered statement—
- | | \$ | ¢ |
|---------------------------------|------------|---|
| (i) certificate of registration | ... 100.00 | |
| (ii) certified copy or extract | ... 100.00 | |
- (f) *(Deleted by Act No. 4 of 2024)*;
- (g) for search of a name and reservation of a name, the sum of twenty dollars;
- (h) for a certificate of registration issued under section 13, the sum of forty dollars;
- (i) for a certificate of change, except for a change relating to ownership, the sum of forty dollars;
- (j) for a certificate issued in respect of a change of ownership, the sum of forty dollars; and
- (k) for any further search of a name after expiration of initial approval period, the sum of twenty dollars;
- (l) on the application for restoration by a firm under section 9B(6), the sum of two hundred dollars; and
- (m) for a certificate of restoration issued under section 9B(7), the sum of forty dollars.

FORMS

10. The forms in the Schedule, with such variations as the circumstances of each case require, shall be the forms to be used under the Act.

SCHEDULE

Rule 10.

FORM 1

The Statement must be delivered to the Registrar General in Port-of-Spain.

No. of Certificate

REGISTRATION OF BUSINESS NAMES ACT

**APPLICATION FOR REGISTRATION BY AN
INDIVIDUAL**

[See Sec. 3(1)(b) and (c)]

I, the undersigned hereby apply for registration pursuant to the provisions of the Registration of Business Names Act and for that purpose furnish the following statement of particulars:

(1) The business name

(2) The general nature of the business

(3) The principal place of the business

(4) The present given name (or names)
and surname of the individual.

(5) Any former given name (or names) or
surname of the individual. (*See note*)

Note—References in this Act to a former given name or surname shall not, in the case of natural-born Commonwealth citizens, include a former given name or surname where that name or surname has been changed or disused before the person bearing the name had attained the age of eighteen years; and, in the case of a married woman, shall not include the name or surname by which she was known previous to the marriage.

(6) The nationality of the individual

(7) The nationality of origin of the
individual, if not the same as the
present nationality

(8) The usual residence of the individual

(9) The other business occupation (if any)
of the individual

(10) The date of the commencement of the
business, if the business was
commenced after the date of the
commencement of the Act

22 **Chap. 82:85** *Registration of Business Names*
[Subsidiary] *Business Names Rules*

(11) Any other business name or names
under which the business is carried on

Dated this day of 20.....

(Signature)

(See Note).

Note—This Statement must in all cases be signed by the individual applying for registration.

Failure without reasonable excuse to furnish the required Statement of Particulars within the time specified will, in addition to any disability imposed by the Act entail liability on conviction to a fine of two hundred dollars for every day during which the default continues; and any Statement which contains any matter which is false in any material particular to the knowledge of any person signing it will entail liability on conviction to a fine of one thousand dollars and to imprisonment for three months.

Where the individual applying for registration carries on the business wholly or mainly as Nominee or Trustee of or for another person or other persons or a corporation, or acts as general agent for any foreign firm, the additional particulars specified in Form 4 must also be furnished on the Form and delivered to the Registrar in the manner and within the times before specified.

Registration of Business Names

Chap. 82:85

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Business Names Rules

[Subsidiary]

REPUBLIC OF TRINIDAD AND TOBAGO

Registration of Business Names Act, Chap. 82:85

Form 2

No. of Certificate _____

Application for Registration by a Firm

_____ hereby apply for Registration under the provisions of the Registration of Business Names Act and for that purpose furnish the following statement of Particulars:

1. The business name _____
2. The general nature of the business _____
General nature sub-category (ics) _____
3. The principal place of the business _____
4. The date of the commencement of the business, if the business was commenced after the proclamation of the Act _____
5. Any other business name(s) under which the business is carried on _____

	1	2	3	4	5
6.	The present given name or names and surname of every individual who is, and the corporate name of every corporation which is, a partner in the firm.				
7.	Any former given name or names or surname of every individual partner in the firm. (see note)				
8.	The nationality of every individual partner in the firm OR jurisdiction of incorporation or formation of every corporation which is a partner in the firm.				
9.	The nationality of origin (if not the same as the present nationality) of every individual partner in the firm.				
10.	The usual residence of every individual who or principal office of every corporation which is a partner in the firm.				
11.	The other business occupation (if any) of every individual partner in the firm or the status of every corporation which is a partner in the firm.				

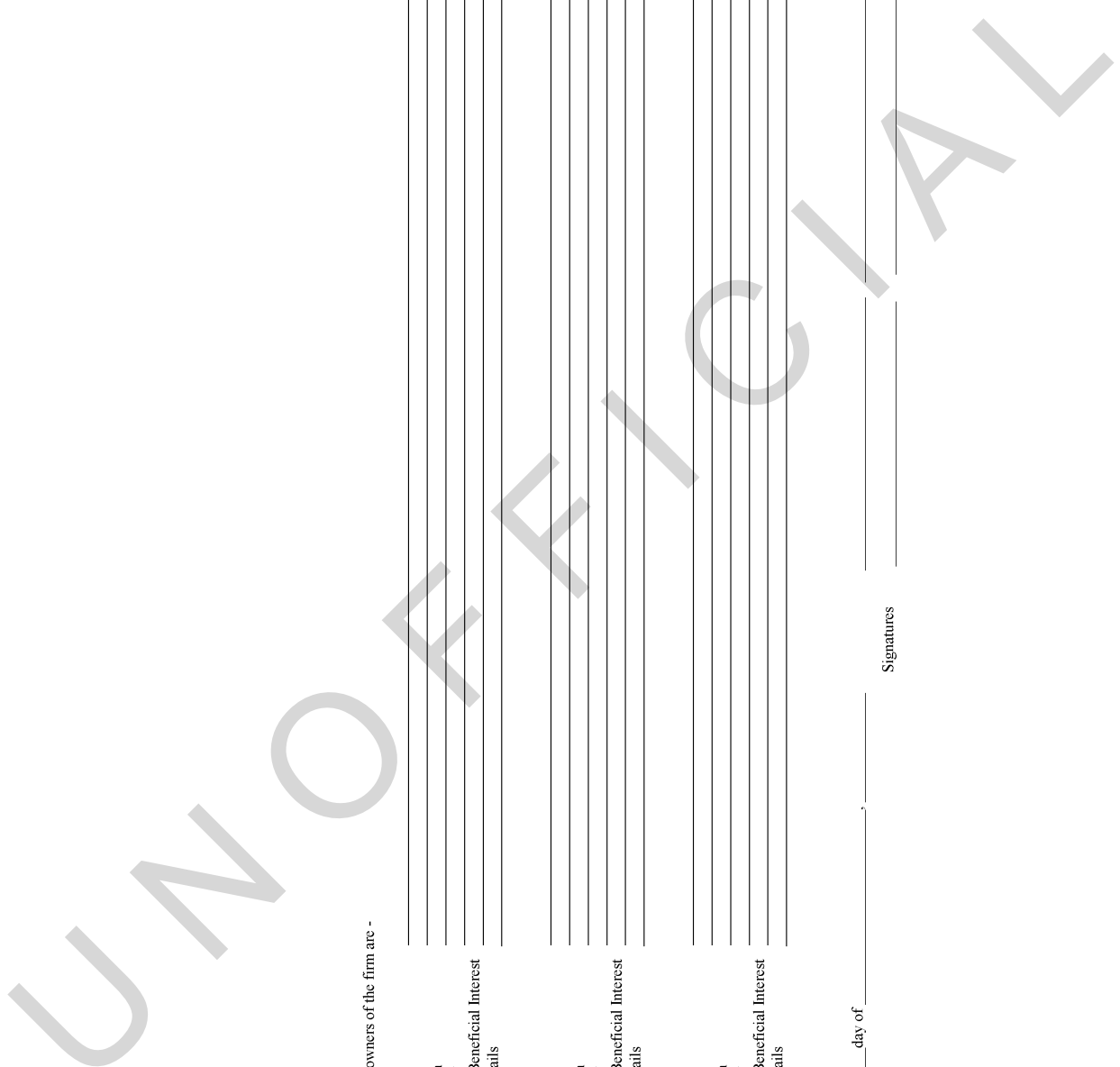
(Sections 3 and 5).
[234/2024].

12. The beneficial owners of the firm are -

Full Name	_____
Address	_____
Occupation	_____
Nationality	_____
Nature of Beneficial Interest	_____
Further details	_____
Full Name	_____
Address	_____
Occupation	_____
Nationality	_____
Nature of Beneficial Interest	_____
Further details	_____
Full Name	_____
Address	_____
Occupation	_____
Nationality	_____
Nature of Beneficial Interest	_____
Further details	_____

Dated the _____ day of _____, _____

Signatures



THE REGISTRATION OF BUSINESS NAMES ACT, CHAP. 82:85

Application for Registration by a Firm

FORM 2

Instructions

- Item 1* State the full name of the business.
- Item 2* State the nature of the business and the primary activities and operations of the business.
- Item 3* State the address of the principal place of business of the business.
- Item 4* State the date the business commenced.
- Item 5* State all business names under which the business operates.
- Item 6* State the present full name of each partner of the firm inclusive of the first name(s), the middle name(s) and the surname(s) (no abbreviations) of the partner and where the partner is a corporation, the present full corporate name of the corporation as indicated on the company's Certificate of Incorporation of the company.
- Item 7* State any and all previous name(s) used by the partner of the firm, inclusive of all former full name(s), middle name(s) and surname(s) to which a change in name has been effected, whether the partner is a natural person or corporation.
- Item 8* State the partner's nationality if a natural person or if the partner is a corporation, state the jurisdiction of incorporation and the jurisdiction of formation of the partnership/firm.

(Sections 3 and 5).

Item 9

State the original nationality of the partner of the firm, where a change in nationality has been effected.

Item 10

State the usual place of residence of every partner of the firm. State the registered office of the corporation where the partner is a corporation.

Item 11

State the occupation/calling if a natural person, or if a corporation state the status, e.g. corporation/limited or unlimited liability company incorporated under the laws of Trinidad and Tobago, (or elsewhere) if a corporation.

Item 12

State the particulars of the beneficial owners of the firm, state-

- (a) the full name of the beneficial owner(s) inclusive of the first name(s), middle name(s) and surname(s), (no abbreviations);
- (b) the full residential address of the beneficial owner(s);
- (c) the full occupation/calling of the beneficial owner(s); and
- (d) whether the beneficial ownership held is as a natural person (1) on whose behalf a transaction is being conducted, (2) who exercises ultimate effective control over the firm, or (3) who is a partner of the firm.

Signature-

This Statement must in all cases be signed either—

- (a) by all the individuals who are partners and by a Director or the Secretary of each Corporation which is a Partner, or -
- (b) by some individual who is a Partner, or
- (c) by a Director or the Secretary of some Corporation which is a Partner, and in either of the cases, (b) and (c) must be verified by a Statutory Declaration made by the Signatory.

Failure without reasonable excuse to furnish the required Statement of Particulars within the time specified will, in addition to any disability imposed by the Act, entail liability on conviction to a fine of two hundred dollars for every day during which the default continues; and any Statement which contains any matter which is false in any material particular to the knowledge of any person signing it will entail liability on conviction to a fine of one thousand dollars and to imprisonment for three months.

Where the individual applying for registration carries on the business wholly or mainly as Nominee or Trustee of or for another person or other persons or a Corporation, or acts as general agent for any foreign firm, the additional particulars specified in Form 4 must also be furnished on such Form and delivered to the Registrar in the manner and within the times before specified. . .

- (ii) inserting after Form 12, the following new Forms 13 and 14:

FORM 3

The Statement must be delivered to the Registrar General in Port-of-Spain.

No. of Certificate

REGISTRATION OF BUSINESS NAMES ACT

APPLICATION FOR REGISTRATION BY
A CORPORATION

having a place of business in Trinidad and Tobago and carrying on the business wholly or mainly as nominee or trustee of or for another person or other persons or another Corporation or acting as general agent for any foreign firm.

(Insert name of corporation) hereby apply for registration under the provisions of the Registration of Business Names Act, and for that purpose furnish the following statement of particulars:

1. The business name
2. The general nature of the business
3. The principal place of the business
4. The date of the commencement of the business, if the business was commenced after the date of the commencement of the Act
5. The other name or names (if any) under which the business is carried on
6. The corporate name of the corporation applying for registration
7. The registered or principal office of the corporation applying for registration

The following Statement of Additional particulars (8), (9), (10), (11), (12) and (13), is to be furnished in respect of the carrying on by the Corporation of the business wholly or mainly as nominee or trustee of or for another person or other persons or another Corporation, provided that if the business is carried on under any trust and any of the beneficiaries are a class of children or other persons, then the particulars required under (13) only need be furnished.

If the business is carried on as Agent for three or more foreign firms it is sufficient to state the fact that the business is so carried on, specifying the countries in which such foreign firms carry on business.

Dated the day of, 20.....

Signature

(For instructions as to signing, see Note)

*“Foreign firm” means any firm, individual or corporation whose principal place of business is situated outside the Commonwealth.

Note—This statement must in all cases be signed by a Director or the Secretary of the Corporation applying for registration.

Failure without reasonable excuse to furnish the required Statement of Particulars within the time specified will, in addition to any disability imposed by the Act, entail liability on conviction to a fine of two hundred dollars for every day during which the default continues, and where a Corporation is guilty of an offence under this Act, every Director, Secretary and Officer of the Corporation who is knowingly a party to the default will be guilty of a like offence and liable to a like penalty. Any Statement which contains any matter which is false in any material particular to the knowledge of any person signing it will entail liability on conviction to a fine of one thousand dollars and to imprisonment for three months.

Registration of Business Names

Chap. 82:85

31

Business Names Rules

[Subsidiary]

2. Where any individual having a place of business within Trinidad and Tobago acts as general agent for any *foreign firm the following particulars must be furnished:

The business name and address of the foreign firm as agent for whom the business is carried on			
--	--	--	--

*“Foreign firm” means any firm, individual or Corporation whose principal place of business is situated outside the Commonwealth.

If the business is carried on as agent for three or more foreign firms, it is sufficient to state the fact that the business is so carried on, specifying the countries in which such foreign firms carry on business.

Dated the day of, 20.....

Signature

(For instructions as to signing, see Note)

Note—This Statement must in all cases be signed by the individual applying for registration.

Failure without reasonable excuse to furnish the required Statement of Particulars within the time specified will, in addition to any disability imposed by the Act, entail liability on conviction to a fine of two hundred dollars for every day during which the default continues; and any Statement which contains any matter which is false in any material particular to the knowledge of any person signing it will entail liability on conviction to a fine of one thousand dollars and to imprisonment for three months.

2. Where any firm having a place of business in Trinidad and Tobago acts as General Agent for any foreign firm* the following particulars must be furnished:

The business name and address of the foreign firm as agent for whom the business is carried on			
--	--	--	--

If the business is carried on as Agent for three or more foreign firms it is sufficient to state the fact that the business is so carried on, specifying the countries in which such foreign firms carry on business.

Dated the day of, 20.....

Signatures

(For instructions as to signing, etc., see Note)

*“Foreign firm” means any firm, individual or Corporation whose principal place of business is situated outside the Commonwealth.

Note—This Statement must in all cases be signed either—

(a) by all the Individuals who are Partners and by a Director or the Secretary of every Corporation which is a Partner; or

(b) (1) by some individual who is a partner, or

(2) by a Director or the Secretary of some Corporation which is a Partner,

and in either of the cases (b)(1) and (2) must be verified by a Statutory Declaration made by the Signatory.

Failure without reasonable excuse to furnish the required Statement of Particulars within the time specified will, in addition to any disability imposed by the Act, entail liability on conviction to a fine of two hundred dollars for every day during which the default continues; and any Statement which contains any matter which is false in any material particular to the knowledge of any person signing it will entail liability on conviction to a fine of one thousand dollars and to imprisonment for three months.

FORM 6

No. of Certificate

REGISTRATION OF BUSINESS NAMES ACT

**STATEMENT PURSUANT TO SECTION 8 OF
THE ABOVE ACT OF NATURE OF CHANGE IN
THE PARTICULARS REGISTERED BY AN INDIVIDUAL
AND DATE OF CHANGE**

The following is a Statement of a change (and of the date of such change) which has been made or has occurred in the particulars registered in respect of:

(Here insert business name of individual.)

(Here insert nature and date of change.)

Dated the day of, 20.....

Signature

(For instructions as to signing, see Note)

Note—This Statement must be signed by the Individual, and when signed must be delivered to the Registrar General within fourteen days after any change in any of the particulars registered or within such longer period as the Minister may on application being made in any particular case, whether before or after the expiration of such fourteen days, allow.

Failure without reasonable excuse to furnish the required Statement of any change in the particulars registered within the specified time will, in addition to any disability imposed by the Act, entail liability on conviction to a fine of two hundred dollars for every day during which the default continues, and any statement which contains any matter which is false in any material particular to the knowledge of any person signing it will entail liability on conviction to a fine of one thousand dollars and to imprisonment for three months.

FORM 7

No. of Certificate

REGISTRATION OF BUSINESS NAMES ACT

**STATEMENT PURSUANT TO SECTION 8 OF THE
ABOVE ACT OF NATURE OF CHANGE IN
THE PARTICULARS REGISTERED BY A FIRM
AND DATE OF CHANGE**

The following is a Statement of a change (and of the date of such change) which has been made or has occurred in the particulars registered in respect of:

*(Here insert business name of firm.)
(Here insert nature and date of change.)*

Dated the day of, 20.....

Signatures

(For instructions as to signing, etc., see Note)

Note—This Statement must be signed either—

- (a) by all the individuals who are Partners, and by a Director or the Secretary of any Corporation which is a Partner; or
- (b) (1) by some individual who is a partner,
(2) by a Director or the Secretary of some Corporation which is a Partner,

and in either of cases (b)(1) and (2) must be verified by a statutory Declaration made by the Signatory.

This Statement, when signed must be delivered to the Registrar General within fourteen days after any change in any of the particulars registered or within such longer period as the Minister may, on application being made in any particular case, whether before or after the expiration of such fourteen days, allow.

Failure without reasonable excuse to furnish the required Statement of any change of the particulars registered within the time specified will in addition to any disability imposed by the Act, entail liability on conviction to a fine of two hundred dollars for every day during which the default continues, and any statement which contains any matter which is false in any material particular to the knowledge of any person signing it, will entail liability on conviction to a fine of one thousand dollars and to imprisonment for three months.

FORM 8

No. of Certificate

REGISTRATION OF BUSINESS NAMES ACT

**STATEMENT PURSUANT TO SECTION 8 OF
THE ABOVE ACT OF NATURE OF CHANGE IN
THE PARTICULARS REGISTERED BY
A CORPORATION AND DATE OF CHANGE**

The following is a Statement of a change (and of the date of such change) which has been made or has occurred in the particulars registered in respect of:

(Here insert name of Corporation.)

(Here insert nature and date of change.)

Dated theday of20.....

Signature

(For instructions as to signing, etc., see Note)

Note—This Statement must be signed by a Director or Secretary of the Corporation and, when signed, must be delivered to the Registrar General within fourteen days after any change in any of the particulars registered, or within such longer period as the Minister may on application being made in any particular case, whether before or after the expiration of such fourteen days, allow.

Failure without reasonable excuse to furnish the required Statement of any change in particulars within the time specified will, in addition to any disability imposed by the Act entail liability on conviction to a fine of two hundred dollars for every day during which the default continues, and every Director, Secretary or Officer of the Corporation who is knowingly party to the default will be liable to a like penalty. Any Statement which contains any matter which is false in any material particular to the knowledge of any person signing it will entail liability on conviction to a fine of one thousand dollars and to imprisonment for three months.

FORM 9

No. of Certificate

REGISTRATION OF BUSINESS NAMES ACT

**NOTICE PURSUANT TO SECTION 15 OF THE ACT OF
CESSATION OF BUSINESS BY A REGISTERED FIRM
OR INDIVIDUAL**

Notice is hereby given that (*Here insert name and address of firm
or individual as the case may be*) of, ceased to carry on business on
the day of 20.....

Dated the day of 20.....

Signature or
Signatures.

To the Registrar General.

Note—This notice must in the case of a firm be signed by the persons who were partners of the firm at the time when it ceased to carry on business or, in the case of an individual, by the individual, except in the case of the death of an individual, when it must be signed by the personal representative of the deceased, and must in either case be delivered to the Registrar General within three calendar months after the business has ceased to be carried on.

Failure to give the required notice within the time above specified entails liability on conviction to a fine of one thousand dollars.

FORM 10

REGISTRATION OF BUSINESS NAMES ACT

**FORM OF APPEAL FROM THE DECISION OF
THE REGISTRAR UNDER SECTION 16(1)**

I (We) (*Insert full name and address of appellant*) of
....., hereby give notice of appeal to the Minister from the decision of the
Registrar dated the day of, 20....., whereby he decided
..... (*Insert the decision complained of*).

Accompanying this notice is a statement of the grounds of appeal and of my (our)
case for the decision of the Minister.

Dated the day of, 20.....

(Signed)

To the Registrar General,
Port-of-Spain.

This notice must be delivered within twenty-one days of the date of the notice of
the Registrar's decision, to the Registrar, together with a statement of the grounds of
appeal and of the appellant's case in support thereof.

A copy of this notice of appeal, together with copies of the statement of the
grounds of appeal and the case in support thereof, and a copy of the Registrar's
decision must at the same time be sent by the appellant to the Minister.

FORM 11

REGISTRATION OF BUSINESS NAMES ACT

**FORM OF STATUTORY DECLARATION VERIFYING A
STATEMENT FURNISHED UNDER THE ACT**

I, of, do hereby solemnly and sincerely declare that all the particulars contained in the Statement dated the day of 20....., and signed by me which is now produced and shown to me marked are true.

I make this Declaration conscientiously believing the same to be true and according to the Statutory Declarations Act, and I am aware that if there is any statement in this declaration which is false in fact, which I know or believe to be false or do not believe to be true, I am liable to fine and imprisonment. Ch. 7:04.

FORM 12

No. of Certificate

REGISTRATION OF BUSINESS NAMES ACT

CERTIFICATE OF REGISTRATION

I hereby certify that a Statement furnished by, of....., pursuant to section of the above-mentioned Act was registered on the day of 20.....

Dated this day of 20.....

Registrar General.

REPUBLIC OF TRINIDAD AND TOBAGO

Registration of Business Names Act, Chap. 82:85

Form 13

No. of Certificate _____

Application for Restoration by a Firm

1. Name of Firm _____
2. Principal place of the business _____
3. Date of cancellation of the registration of the Firm _____
4. Partners of the firm as at the date of this application -

	1	2	3	4	5
The present given name or names and surname of every individual who is, and the corporate name of every corporation which is, a partner in the firm.					
Any former given name or names or surname of every individual partner in the firm.					
The nationality of every individual partner in the firm or jurisdiction of incorporation or formation of every corporation which is a partner in the firm.					
The nationality of origin (if other than the present nationality) of every individual partner in the firm.					
The usual residence of every individual or principal office of every corporation which is a partner in the firm.					
The other business occupation (if any) of every individual partner in the firm or the status of every corporation which is a partner in the firm.					

[Section 9B(6)
234/2024].

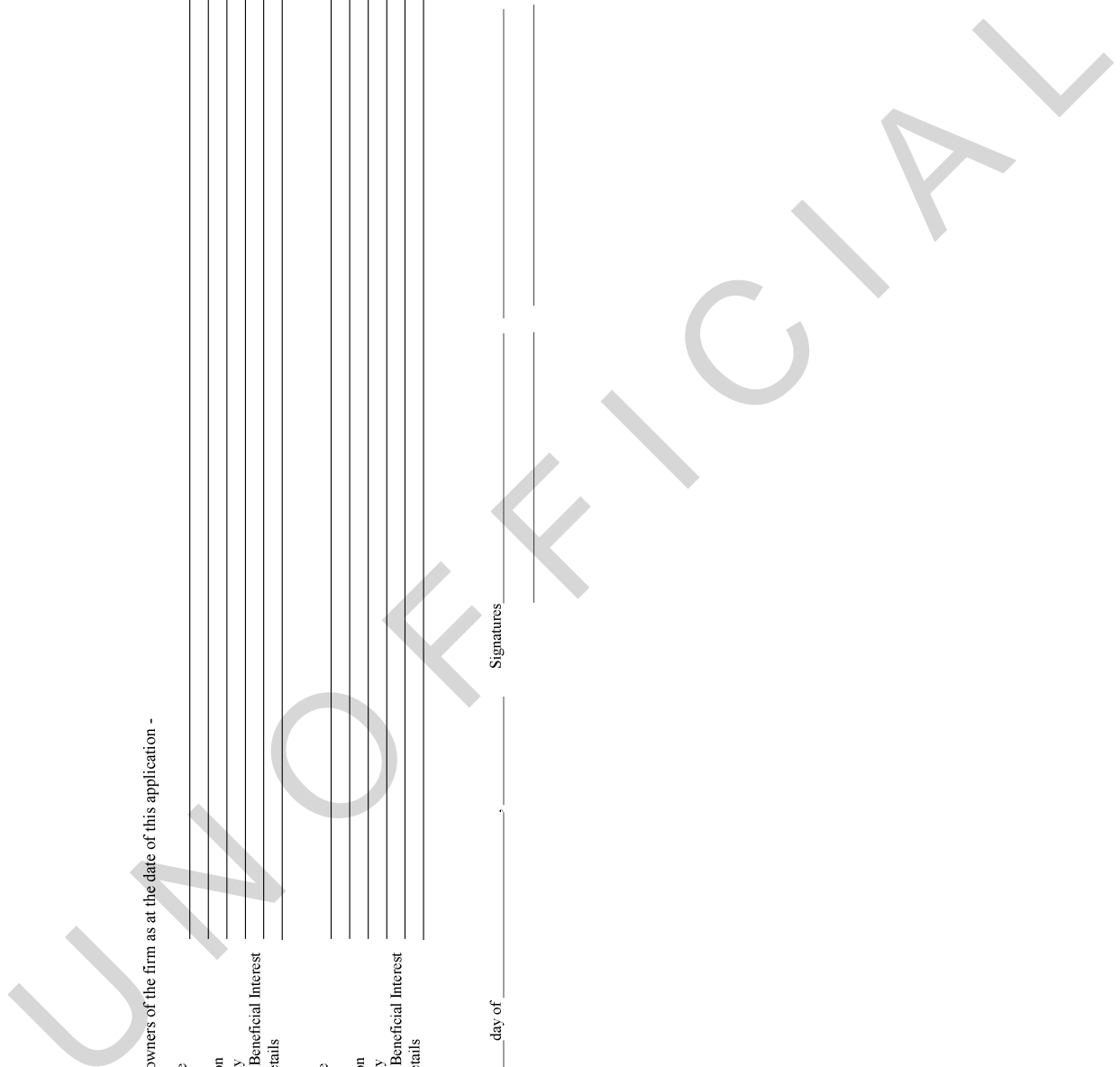
5. Beneficial owners of the firm as at the date of this application -

Full Name
Address
Occupation
Nationality
Nature of Beneficial Interest
Further details

Full Name
Address
Occupation
Nationality
Nature of Beneficial Interest
Further details

Dated the _____ day of _____,

Signatures



[Section
9B(6)].

THE REGISTRATION OF BUSINESS NAMES ACT, CHAP. 82:85

FORM 13

Application for Restoration by a Firm

Instructions

Item 1

State the full name of the business as indicated on the original Certificate of Registration.

Item 2

State the address of the principal place of business.

Item 3

State the date the registration of the firm was cancelled.

Item 4

State the partners of the firm as of the date of this application including-

- (a) the full name of each partner, inclusive of the first name(s), the middle name(s) and the surname(s) if the partner is a natural person or the full name of corporation as indicated on their Certificate of Registration/Incorporation of a Company;
- (b) the full former name of the partner where a change in name was effected by either a natural person or corporation;
- (c) the nationality of the partner (as a natural person) or the jurisdiction of the incorporation (of the company or the jurisdiction of the formation of the partnership);
- (d) the nationality of the partner or the jurisdiction of the firm or company where a change in nationality or jurisdiction has been effected; and
- (e) state the usual place of residence of every partner of the firm. State the registered office of the corporation where the partner is a corporation;

- (f) state the occupation/calling if a natural person or status of a company e.g. corporation/limited or unlimited liability company incorporated under the laws of Trinidad and Tobago, or elsewhere if a corporation.

Item 5

State the particulars of the beneficial owners of the firm including—

- (a) the full name of the beneficial owner(s) including the first name(s), middle name(s) and surname(s) (no abbreviations);
- (b) the full address of the beneficial owner(s);
- (c) the occupation of the beneficial owner(s);
- (d) the nationality of the beneficial owner(s); and
- (e) whether the beneficial ownership held is direct/ indirect ownership of 10% or more or whether the beneficial owner(s) exercises control through other means.

Signature-

This Statement must in all cases be signed either by —

- (a) all the individuals who are partners and by a Director or the Secretary of each Corporation which is a Partner;
- (b) some individual who is a Partner; or
- (c) a Director or the Secretary of some Corporation which is a Partner,

and in either of the cases (b) and (c) must be verified by a Statutory Declaration made by the Signatory.

44 **Chap. 82:85** *Registration of Business Names*

[Subsidiary] *Business Names Rules*

[234/2024]. **REPUBLIC OF TRINIDAD AND TOBAGO**

Registration of Business Names Act, Chap. 82:85

Form 14

Business Identifier: _____ No. of Certificate: _____

CERTIFICATE OF RESTORATION

Name of Business

I HEREBY CERTIFY that the above-mentioned business was restored to the register pursuant to section 9B(7) of the Registration of Business Names Act, Chap. 82:85.

Registrar General

Date of Restoration

**REGISTRATION OF BUSINESS NAMES
(ELECTRONIC FILING) RULES**

162/2023.

made under section 19

1. These Rules may be cited as the Registration of Business Names (Electronic Filing) Rules. Citation.

2. For the purposes of these Rules— Interpretation.
“authorised corporate service provider” means an Attorney-at-law or an accountant who receives identity information for a person for submission to the Registrar and—

- (a) whose application to the Registrar to become an authorised corporate service provider has been granted under rule 5;
- (b) who has not since ceased to be an authorised corporate service provider by virtue of rule 8; and
- (c) whose status as an authorised corporate service provider is not for the time being suspended by virtue of rule 7;

“FIUTT” means the Financial Intelligence Unit of Trinidad and Tobago established under the Financial Intelligence Unit of Trinidad and Tobago Act; Ch. 72:01.

“verification statement” means a statement, in the form approved by the Registrar, issued by an authorised corporate service provider; and

“user account unique identifier” means a Companies Registry Online System Personal Identification Number issued by the Registrar.

3. (1) The Registrar may determine that any document required to be submitted, delivered to or received by, filed or registered by the Registrar, under the Act be so submitted, delivered or received, filed or registered via an electronic system identified, established or maintained by the Registrar for that purpose and shall be in electronic form. Identification submission.

(2) A person wishing to file any record with, or access any document using the electronic system identified in subrule (1) shall apply to the Registrar for a user account unique identifier by submitting the following:

- (a) two forms of identification such as, his driver's licence, national identification or passport;
- (b) a headshot, holding one of the submitted forms of identification next to his face;
- (c) nationality information;
- (d) in the case of a Trinidad and Tobago national, his Birth Certificate Pin Number;
- (e) his usual residential address and postal address;
- (f) contact details, inclusive of e-mail address and telephone number; and
- (g) such other information required by the Registrar.

(3) An application under subrule (2) shall be made in accordance with Guidelines of the Registrar.

(4) The Registrar may waive one of the identity document requirements set out in subrule (2)(a) upon submission of a request for same, in writing.

Use of a
verification
statement.

4. A person wishing to apply for a user account unique identifier pursuant to rule 3(2) may submit a verification statement in lieu of his identification documents.

Authorised
corporate
service
provider.

5. (1) A person wishing to act as an authorised corporate service provider may apply to the Registrar in the form approved by the Registrar.

(2) Where the applicant under subrule (1) is an individual, the application shall include—

- (a) the name, nationality and date of birth of the applicant;
- (b) the service address of the applicant;

- (c) the e-mail address of the applicant; and
- (d) the part of Trinidad and Tobago in which the applicant is usually resident.

(3) An application under subrule (1) shall be accompanied by—

- (a) a Financial Intelligence Unit of Trinidad and Tobago Certificate; and
- (b) in the case of an Attorney-at-law, the Current Practicing Certificate or Practicing Certificate receipt for the current year and the Practicing Certificate issued for the previous year, issued under the Legal Profession Act; or
- (c) in the case of an accountant, a practicing Certificate in accordance with the Chartered Accountants Practicing Regulations [Institute of Chartered Accountants of Trinidad and Tobago (ICATT)] or certification from the Association of Chartered Certified Accountants (ACCA).

Ch. 90:03.

(4) Where the applicant under subrule (1) is a firm, the application shall include—

- (a) the name of the firm;
- (b) the principal office of the firm;
- (c) the service address of the firm;
- (d) the e-mail address of the firm;
- (e) the certificate of registration of the firm, issued pursuant to the Act; and
- (f) the name(s) of the attorneys or accountants within the said firm along with copies of the documents referred to in subrule (3).

Ch. 82:85.

(5) Where the Registrar is satisfied that an applicant under subrule (1) or (4) meets the requirements of subrules (2) and (3), he may issue an Authorised Corporate Service Provider Certificate to him.

Responsibilities
of an
authorised
corporate
service
provider.

6. The holder of an Authorised Corporate Service Provider Certificate shall—

- (a) maintain copies of the identity documents of the person whose identity he certified, in his possession for a period of six (6) years after the cancellation of the user account unique identifier; and
- (b) make the documents under paragraph (a) available for inspection by the Registrar, upon notification in writing to the e-mail address of the authorised corporate service provider, or for the purposes of law enforcement or pursuant to an order of the Court.

Suspension.

7. (1) Where the identity documents held by the holder of an Authorised Corporate Service Provider Certificate, have been lost or misplaced, or found to be fraudulent, the authorised corporate service provider shall, within fourteen days, notify the Registrar.

(2) The Registrar, on receipt of a notification under subrule (1), may suspend—

- (a) the user account unique identifier in respect of the person whose identity documents were lost or misplaced, until the valid identity documents are resubmitted; and
- (b) the Authorised Corporate Service Provider Certificate of the holder unless reasonable grounds are provided.

Cancellation
of registration
as an authorised
corporate
service provider.

8. Where the holder of an Authorised Corporate Service Provider Certificate, is no longer practicing as an attorney, accountant or is no longer registered with the FIUTT, he shall, within fourteen days of him no longer practicing or being registered with the FIUTT, notify the Registrar who shall cancel the registration of the authorised corporate service provider.

9. Where a person meets the requirements of rule 3(2), the Registrar may issue to him a user account unique identifier which will enable him to file any record as required by the Registrar to be electronically filed or access any document under the Companies Act.

Issue of user account unique identifier.

10. The Registrar shall not make available for public inspection, any identity documents submitted pursuant to rule 3(2).

Protection of identity documents.

11. An applicant, under rule 5, who provides false document or false information or fails to give notification to the Registrar commits an offence under section 11 of the Act and is liable to the penalty thereunder.

Providing false documents or information.