



## Company Name Reservation Guide

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*The process is strictly online and cannot be used for any manual application process*

- In order to save time and reduce the chances of applying for a new company name that already exists, it is important to conduct a preliminary search on existing company names using the Search Company Name function within the online portal. To use the function simply enter the desired company name or part of it in the search field and click on “Search Name”. A list of existing company names with a similar phrase will appear, otherwise the company name desired is available.

[KRG Portal](#) > [Name Search](#)

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Search Company Name

Comapany Names Matching Your Search:

- Castanet Media
  - Top Q Media
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- Once the new company name has been identified, it is time to apply for name reservation. To login the name reservation application, input the correct user email address and the dedicated UTN

تسجيل الدخول

### تسجيل الدخول

البريد الإلكتروني للمستخدم \*

UTN \*

- The name reservation application requires information about the proposed company name, company type, company main office location and the expected company business activity

حجز الاسم التجاري

رقم المعاملة

FCC

### معلومات الشركة و الاسم المقترح

اسم الشركة المقترح \*

نوع الشركة \*

Select or search an item...

التقاط \*

وصف التقاط \*

المحافظة \*

Select or search an item...

- The company type can be selected from a dropdown menu containing the eligible company forms allowed within KRG, Iraq

نوع الشركة \*

Select or search an item...

None

شركة محدودة

شركة مساهمة

مشروع فردي

شركة تضامنية

شركة بسيطة

شركة عامة

- The company main office location can be selected from a dropdown menu containing the eligible governorates for setting up the company

المحافظة \*

None

اربيل

دهوك

السليمانية

محافظات اخرى

- The company business activity can be selected from a dropdown menu containing the key activities mainly performed in KRG. If others is selected, details must be typed

النشاط \*

Activity

الحج و العمرة

الذبح الالكتروني

الصيرفة

المداخر

النقط

انشطة اخرى

خدمات مالية

سياحة و سفر

صيدلية

مستشفيات

The investor (a shareholder in the company) details must be input along with a valid email address which will be the main method of communication

معلومات المستثمر

### معلومات المستثمر

البريد الالكتروني الخاص بالمستثمر \*

الاسم الاول \*

\_\_\_\_\_

\_\_\_\_\_

اسم الاب \*

اسم الجد \*

\_\_\_\_\_

\_\_\_\_\_

اللقب \*

\_\_\_\_\_

- Upon successful submission of the application you will receive an appreciation email sent to the email address used in the application along with the transaction number should you need to follow up on the transaction at any time. You can always login to the portal to view the status of your application(s).
- The verification will be conducted at the Federation Chambers of Commerce, KRG and upon the approval of the company name you will receive an email notification stating the approval along with a unique code that is required in order to proceed with the company registration process. The code must not be disclosed to anyone and shall be used as a verification of the trade name ownership.
- In case your application gets rejected, you will receive an email notification on the reason of rejection and you will need to reapply.
- You will be required to start the company registration application within 6 months of your company name reservation otherwise you will lose the reserved name.
- The company name reservation fees will be due at the time of the paying the company registration fees and will be required to be paid at the FCC cashier within the Governorate Company Registration Office.

For further details on the company registration process you may contact the General Directorate of Companies Registration at:

**General Directorate of Companies Registration, Erbil**

**Email: [info@crkrg.org](mailto:info@crkrg.org)**