



Business Name Search Checklist

- ✓ Write **letter to Registrar of company** to request for name search
- ✓ List at least 3 potential names – **Ksh. 100 per name**
- ✓ Deliver letter to **Counter 1 at Company Registry**, near Sheria house
- ✓ Pick search results after **2-3 days**
- ✓ Sign the **Blue A4 name search letter** attached on search result form
- ✓ Use approved name search to register your **sole proprietor** or **partnership** or **limited company**.