



**Division of Corporations,
State Records and
Uniform Commercial Code**

New York State
Department of State
**DIVISION OF CORPORATIONS,
STATE RECORDS AND
UNIFORM COMMERCIAL CODE**
One Commerce Plaza
99 Washington Ave.
Albany, NY 12231-0001
www.dos.ny.gov

Application for Reservation of Name

Under §303 of the Not-for-Profit Corporation Law

PLEASE TYPE OR PRINT

APPLICANT'S NAME AND ADDRESS

NAME TO BE RESERVED

RESERVATION IS INTENDED FOR (CHECK ONE)

- New domestic corporation (§301 of the Not-for-Profit Corporation Law requires that the name contain "Incorporated" or "Inc." or one of the other words or abbreviations indicative of corporate character unless it meets one of the exceptions in §301.)
- Foreign corporation intending to apply for authority to conduct activities in New York State*
- Proposed foreign corporation, not yet incorporated, intending to apply for authority to conduct activities in New York State
- Change of name of an existing domestic or an authorized foreign corporation*
- Foreign corporation intending to apply for authority to conduct activities in New York State whose corporate name is not available for use in New York State*
- Authorized foreign corporation intending to change its fictitious name under which it conducts activities in this state*
- Authorized foreign corporation which has changed its corporate name in its jurisdiction, such new corporate name not being available for use in New York State*

X _____
*Signature of applicant, applicant's attorney or agent
(If attorney or agent, so specify)*

Typed/printed name of signer

INSTRUCTIONS:

1. Upon filing this application, the name will be reserved for 60 days and a certificate of reservation will be issued.
2. The certificate of reservation must be returned with and attached to the certificate of incorporation or application for authority, amendment or with a cancellation of the reservation.
3. The name used must be the same as appears in the reservation.
4. A \$10 fee payable to the Department of State must accompany this application.

*If the reservation is for an existing corporation, domestic or foreign, the corporation must be the applicant.