

**investTT**  
TRINIDAD AND TOBAGO

# E-Company Registration

## STEP 1

### TT Connect Identification Number

Register for a TTBizlink ID

<https://bit.ly/2FycOIT>

## STEP 2

### Name Search

- The Applicant completes and submits the online application via the TTBizLink website - [www.ttbizlink.gov.tt](http://www.ttbizlink.gov.tt)
- The Applicant will receive a Confirmation Notice detailing the fee that must be paid.
- Payment can be made either in cash at The Registrar General's Department or using a subscription account.
- The electronic database will search for similar names, similar sounding names or partial online matches.

## STEP 3

### Name Reservation

- Once proposed name meets criteria, Applicant is informed via email
- Name reserved for 20 days
- Payment should be made within this period. If registration is not completed by the twentieth day, the name reservation will expire and the process will have to be undertaken again.
- Once payment is made, the name is registered with the Registrar General's Department and lodged in its database. Applicant is informed via email.

## STEP 4

### Registration of a Business/Incorporation of a Company

- Applicant then completes and submits the relevant Registration of Business or Incorporation of Company online form
- Application will go through the various levels of approval at The Registrar General's Department
- Applicant will be informed via email whether the application has been approved or rejected
- Once approved, the Applicant will receive an email detailing the fee that must be paid and other relevant guidelines needed for obtaining the printed Certificate
- Payment can be made either in cash at the Registrar General's Department using a subscription account

## STEP 5

### Approval

- Once approved, the Applicant will receive an e-mail detailing the fee that must be paid and other relevant guidelines needed for obtaining the printed Certificate
- Payment can be made either in cash at The Registrar General's Department or using a subscription account
- The printed Certificate has to be collected from the Registrar General's Department (once payment is made in cash/subscription, it can be collected immediately).