

Contact Details

For more information and to seek support

Norwegian Refugee Council (NRC)

Kampala: Offices at Mengo, Nsambya, Ndejje, Kawempe, Kireka (Plavu), Salama Road (PPDRU)
Arua: Offices at Mvara Arua City along Oluko Road and ICLA access centre at Water Department
Offices, Arua District Local Government next to Auditor General's Office along Pajjulu Road.

Refugee Law Project (RLP)

Kampala: Office at Old Kampala, Opposite Old Kampala Primary School-Coronation Road.
Arua: Office at Water Mount Road/MUBS Avenue Nvara.

Ugandan Law Society (ULS)

Kampala: Office at Block 216 Plot 610, Buye, Wamala Road.
Arua: Office at Plot 12, Junior Quarters, Accessible Obi Crescent.

Maelezo ya mawasiliano

Kwa habari zaidi na kupata msaada

Norwegian Refugee Council (NRC)

Kampala: Ofisi za Mengo, Nsambya, Ndejje, Kawempe, Kireka (Plavu), Salama Road (PPDRU)
Arua: Ofisi za Mvara Arua City kando ya Oluko Road na kituo cha ICLA katika Ofisi za Idara ya Maji,
Serikali ya Wilaya ya Arua karibu na Ofisi ya Mkaguzi Mkuu kando ya Pajjulu Road.

Refugee Law Project (RLP)

Kampala: Ofisi ya Old Kampala, Kinyume na Shule ya Msingi ya Old Kampala-Coronation Road.
Arua: Ofisi ya Water Mount Road/MUBS Avenue Nvara.

Ugandan Law Society (ULS)

Kampala: Ofisi ya Block 216 Plot 610, Buye, Wamala Road.
Arua: Ofisi ya Plot 12, Junior Quarters, Accessible Obi Crescent.

FRRM Helpline 0800 32 32 32



This guide is for information purposes only and is not legal advice. Readers should consult qualified legal counsel for their specific circumstances. While believed to be accurate at the time of publication, the information's accuracy and completeness cannot be guaranteed.

Maelezo haya ni kwa madhumuni ya habari pekee na sio ushauri wa kisheria. Wasomaji wanapaswa kushauriana na wakili aliyehitimu kwa hali zao mahususi. Ingawa inaaminika kuwa sahihi wakati wa kuchapishwa, usahihi na ukamilifu wa maelezo hayawezi kuthibitishwa.

This initiative is supported and funded by:



Baranamik de saidu wa wajawu be:

Business Names

What You Need to Know

EN/SW



Majina ya Biashara

Unachohitaji Kujua

Introduction

Registering a business name is a formal process that allows individuals or partnerships to legally operate under a distinct name, differentiating their business from others in the marketplace.

Key Provisions

Having a business name is ideal for small ventures like home-based businesses, small family businesses, farms, cooperatives, or gig workers. It allows trading under a unique identity but does not provide limited liability protection. The process involves an online reservation and registration application through the Uganda Registration Services Bureau (URSB).

Important Note

If you are operating as a sole trader, even with a registered business name, the business is not a separate legal entity from its owner. This means the owner is personally responsible for all debts and losses of the business.

Utangulizi

Kusajili jina la biashara ni mchakato rasmi unaoruhusu watu binafsi au ushirika kufanya kazi kisheria chini ya jina tofauti, kutofautisha biashara zao na zingine sokoni.

Masharti Muhimu

Kuwa na jina la biashara ni bora kwa biashara ndogo ndogo kama vile biashara za nyumbani, biashara ndogo za familia, mashamba, vyama vya ushirika, au wafanyikazi wa ukumbi wa michezo. Huruhusu kufanya biashara chini ya utambulisho wa kipekee lakini haitoi ulinzi wa dhima mdogo. Mchakato unahusisha uwekaji nafasi na ombi la usajili mtandaoni kupitia Usajili unafanywa mtandaoni kupitia Ofisi ya Huduma za Usajili wa Uganda (URSB).

Kumbuka Muhimu

Ikiwa unafanya kazi kama mfanyabiashara pekee, hata kwa jina la biashara lililosajiliwa, biashara si huluki tofauti ya kisheria na mmiliki wake. Hii ina maana kwamba mmiliki anawajibika binafsi kwa madeni na hasara zote za biashara.

Application Requirements

To reserve and register a business name, you will need a valid email address and a phone number for creating a URSB account and the following:

National applicants:

- National ID
- An official business email address

Non-National applicants:

- Passport or Refugee ID
- An official business email address



Steps to Reserve and Register a Business Name

Follow these steps to reserve a business name:

1. Access the Online Business Registration System (OBRS) at <https://obrs.ursb.go.ug/>
2. Check if the business name you want is available; if not, try a different name.
3. Log into your URSB account, or create an account. Submit the reservation request and pay the required fee.
4. An email confirmation will be sent and notify you of approval, queries, and issue of the Certificate of Registration of a Business Name.

Note: The name is reserved for one month to complete the registration step.

Follow these steps to register a business name

1. Log into your URSB account at <https://obrs.ursb.go.ug/>
2. Navigate to the "Register Business Name" option from the menu and complete the registration forms, including an official business email address.
3. Download, print, and sign the form; upload the signed copy with IDs, pay the required fee and submit the application.
4. An email confirmation will be sent with a tracking number.
5. The registry will review the application and notify you by email of approval or queries within a specified period. If approved, you will receive an activation link to set a password and access your business account.

Costs:

The required fees include 35,000 UGX for name reservation and 55,000 UGX for name registration.

Mahitaji ya Maombi

Ili kuhifadhi na kusajili jina la biashara, utahitaji barua pepe halali na nambari ya simu ili kuunda akaunti ya URSB na yafuatayo:

Mwombaji wa kitaifa:

- Kitambulisho cha Taifa
- Anwani rasmi ya barua pepe ya biashara

Mwombaji asiye wa Kitaifa:

- Pasipoti au Kitambulisho cha Mkimbizi
- Anwani rasmi ya barua pepe ya biashara



Hatua za Kuhifadhi na Kusajili Jina la Biashara

Fuata hatua hizi ili kuhifadhi jina la biashara:

1. Fikia Mfumo wa Usajili wa Biashara Mtandaoni (OBRS) kwenye <https://obrs.ursb.go.ug/>
2. Angalia ikiwa jina la biashara unalotaka linapatikana; ikiwa sivyo, jaribu jina tofauti
3. Ingia katika akaunti yako ya URSB, au fungua akaunti. Peana ombi la kuweka nafasi na ulipe ada inayohitajika
4. Uthibitisho wa barua pepe utatumwa na kukuarifu kuhusu kuidhinishwa, maswali, au utoaji wa Cheti cha Usajili wa Jina la Biashara

Kumbuka: Jina limehifadhiwa kwa mwezi mmoja ili kukamilisha hatua ya usajili

Fuata hatua hizi ili kusajili jina la biashara

1. Ingia katika akaunti yako ya URSB katika <https://obrs.ursb.go.ug/>
2. Nenda kwenye chaguo la "Sajili Jina la Biashara" kutoka kwenye menyu, kamilisha fomu za usajili ikiwa ni pamoja na barua pepe rasmi ya biashara.
3. Pakua, chapisha, na utie sahihi kwenye fomu; pakia nakala iliyotiwa saina na vitambulisho, lipa ada inayohitajika na utume ombi.
4. Uthibitisho wa barua pepe utatumwa na nambari ya ufuatiliaji.
5. Rejesta itakagua ombi na kukuarifu kupitia barua pepe ya idhini au hoja ndani ya muda maalum. Ikiidhinishwa, utapokea kiungo cha kuwezesha ili kuweka nenosiri na kufikia akaunti yako ya biashara.

Gharama:

Ada zinazohitajika ni pamoja na UGX 35,000 za kuhifadhi jina na UGX 55,000 za usajili wa jina.