

**APPLICATION FOR TRANSFER OF PRACTICE OR
FACILITY NAME UPON SALE (April 2026)**

- **The application for name transfer process only needs to be made if the legal owner of the practice changes.**
- If the registrant who holds approval leaves the practice, the College approval for use of the name will automatically transfer to the Designated Registrant of said practice, unless alternate arrangements are made with the College.
- If there will be a change in designated registrant with the change in ownership, then the [Designated Registrant - Change of Appointment Form](#) should be submitted as well.
- If the new owner plans a name change in association with the sale, they can use the Name Change form and process instead of requesting a transfer of the name. However, they should still have the previous registrant release approval for use of the original name before it is changed.
- If there will be a Scope of Practice change, the designated registrant should notify the CVBC as per Bylaw 3.6(9) and consider whether this scope of practice change will affect the name per the naming bylaws and guidelines.
- The registrant accepting transfer of the name should review [Part 3 of the Bylaws](#) and the [Practice Facility Naming Guidelines](#) to ensure the name remains appropriate and reflective of the scope of practice they intend to offer. **Names approved prior to implementation of the updated Bylaws and Guidelines may be required to change the name if no longer compliant.**

1. Transfer to new registrant who is also owner of the practice or facility.

- a. This application will be processed **after** the sale is finalized in case the sale does not proceed.
- b. The registrant representing the seller should review, sign and provide the “Confirmation of Practice or Facility Name Release” form.
- c. The registrant representing the purchaser should provide “Request for Transfer of Practice or Facility Name” form and pay the Name Change Fee that is posted to their account.
- d. Once the fee is paid, the request for name transfer will be reviewed by the College. If approved, a letter will be sent to the registrant associated with the purchaser indicating they now have approval for use of the name.

2. Transfer to new owner, registrant who held approval remains in the practice or facility.

- a. Approach is the same as in Part 1 of this application. The registrant who owned the practice should still release approval for the name to the registrant representative for the new owner. This may be the registrant who sold the practice and held approval for use of the name of the practice previously, or it may be the owner assigned Designated Registrant if there is not a registrant owner.
- b. Alternatively, the registrant representative of a parent corporation that purchased the practice can be the registrant to whom the name transfers



College of Veterinarians of British Columbia

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Date:

Applicant Information:

Registrant Name:

Registration Number:

Registrant Email Address:

Registrant Phone Number:

Practice or Practice Facility Name to be Transferred to Registrant representing New Owner:

New Owner(s) Information (if not the Applicant listed above):

If there are multiple owners, please list all owners, and then provide contact information of the owner who will be the primary contact for the CVBC.

Owner(s) Name:

Email Address:

Phone Number:

Effective Date of Transfer: (mm/dd/yyyy):

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Applicant Declaration & Signature

I have reviewed the CVBC Bylaw requirements and restrictions regarding practice and facility names (Bylaws Part 3 - Accreditation and Naming, sections 3.25-3.26) and I confirm that the current name still accurately reflects and will not misrepresent the nature of the practice or facility or the services that are and will be provided.

I understand that, should the nature of the practice or facility and/or the services provided change at any time following this approval, that I may be required to change the practice or facility name in order to ensure compliance with the CVBC Bylaws.

Registrant Applicant Signature:

Date:

New Owner Declaration & Signature:

If not the registrant above, please review:

I, _____, have reviewed the CVBC Bylaw Part 4 s. 200(1), regarding owner responsibility. I understand that it is my responsibility to ensure that the practice or facility will have a designated registrant who is responsible, in addition to their other duties, for communicating with the CVBC regarding facility name related change

New Owner Signature:

Date: