

KAPITA

Roadmap 2 Start-Up Iraq Guide



Your Guide to Register a Startup in Iraq



Kingdom of the Netherlands



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Roadmap 2 Start-Up Iraq Guide

English Version

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1. Introduction

Companies have been playing a crucial role in developing the socio-economic system in Iraq, as they don't only make life easier for so many people by offering all kinds of goods & services in-demand, but also serve as a catalyst to bring the economic status in Iraq to a higher level by investing in HR & capital.

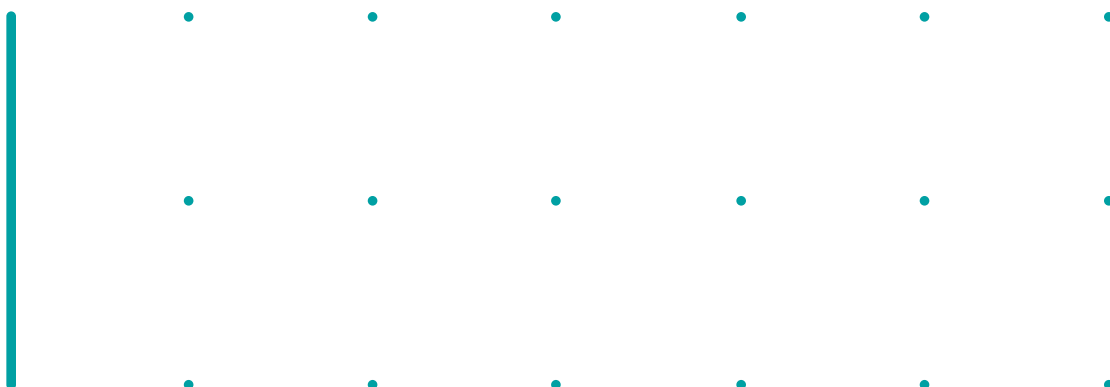
Nowadays, we can see a countless number of individuals founding their own start-ups of all types & purposes, many of which succeed, yet some don't.

By tackling the reasons why a considerable number of start-ups had to shut down, or maybe never even had the chance to freely operate, we found that many of them weren't legally registered, meaning their names weren't listed in the registrar of companies, thus couldn't practice any activity without possibilities of legal prosecution & subsequent failure.

Additionally, what makes big companies even bigger, like mergers & partnerships, is impossible to happen if the registration process is ignored because all documents & contracts related to the company can't be validated until after finalizing the registration procedure.

So, we as KAPITA's research team, aimed to set things clear for those willing to legally register their projects by comprehensively stating every essential detail about this matter to come up with a simplified guide, that's freely accessible, easy to understand and has all in-depth knowledge needed.

This guide is funded by the Embassy of the Netherlands and Orange Corners Iraq, it has been written & proofread by professional researchers and experienced lawyers and it shall provide you with the information necessary to register your project in an obstacle-free & timely manner.



2. Registration of a Company: Overview

The process by which a company gets listed in the Registrar of companies – Chamber Of Commerce in order to finalize the establishment process, which grants it a separate legal entity enabling it to freely practice all economic activities, as well as subjecting it to all country's laws in force.

A company is a contract by which two or more individuals are each obliged to contribute to an economic project by providing a share of finance, workforce or both, then sharing the final profits or losses. The contract can be signed by only one individual in case of a sole proprietorship projects. It should be mentioned that the concept of a company differs from that of an organization or an institution.¹

After discussing some of the core principles of legal registration regarding firms down below, we thoroughly explained to you – as a founder of a new project – all the steps needed to register your project and make a legal entity out of it. You can complete all of these steps on your own without the need of a lawyer, yet, it takes less time & effort (in case an entrepreneur is occupied) if you hire one, as lawyers are considered more familiarized with the dynamic protocol. However, once the founder gets the registration certificate, **it is a must to hire a legal consultant & an auditor.**

After the company is legally registered, it becomes a legal entity that is separate from the founder(s), thus any chances of legal prosecution or penalties will apply to the firm itself, not to the founder(s).

The time it takes to finish all these steps is highly variable depending on whether all your documents are ready or not, if your project needs approaching further entities or institutions to gain further authorizations to operate, and the overall situation of the country. If everything is performed correctly, it shouldn't take longer than a month to finalize the whole process.

Note : All costs mentioned in this guide are not fixed, and can vary depending on many factors including type of company, the capital of the company and the current regulations.

¹ Organization: A set of individuals whose paths converge towards achieving a specific goal as seen in many humanitarian organizations. An organization might be profit or non-profit.

Institution: An economic and social structure that consists of one or more individuals who habitually operate to generate certain products or services over time, best exemplified by many governmental institutions including hospitals and governmental departments.

2.1 Pros of Registration —

A registered company is considered a separate legal entity that is perked with the following :

A- The uniqueness of the company's special trade name and the distinguished brand in the market make intellectual theft beyond possible

B- Mergers within companies and partnerships with banks, investment companies as well as regional & international institutions are made possible

C- Rights of all partners are guaranteed

D- Potential partnership with other supporting companies

E- Obtaining a license to establish company's headquarters and facilities to manufacture goods, products or other services of the company

F- Target clients find registered companies to have more credibility

2.2 Issues Facing Unregistered Companies —

A- The chances for legal prosecution due to fraud or unlicensed work make it impossible for any unregistered company to freely practice any economic activity.

B- The contract that was agreed upon by the company founder(s) shall not be regarded legally valid until it gets certified by the registrar, this doesn't only complicate the establishment of the company's headquarters, but also makes mergers and partnerships between companies infeasible.

C- Likelihood of intellectual theft

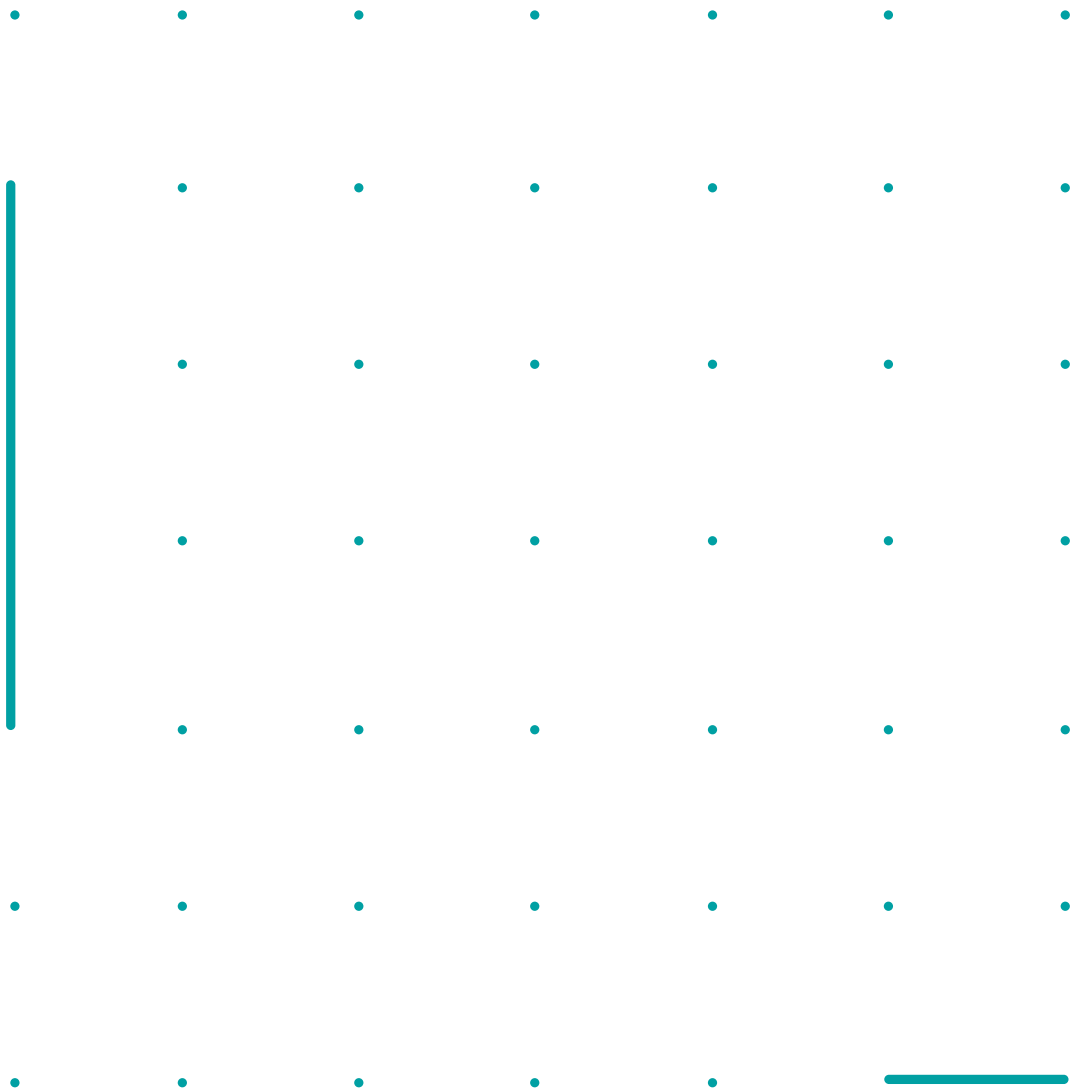
D- Unregistered companies reflect less credibility to clients

2.3 Reluctance in Registration of Companies

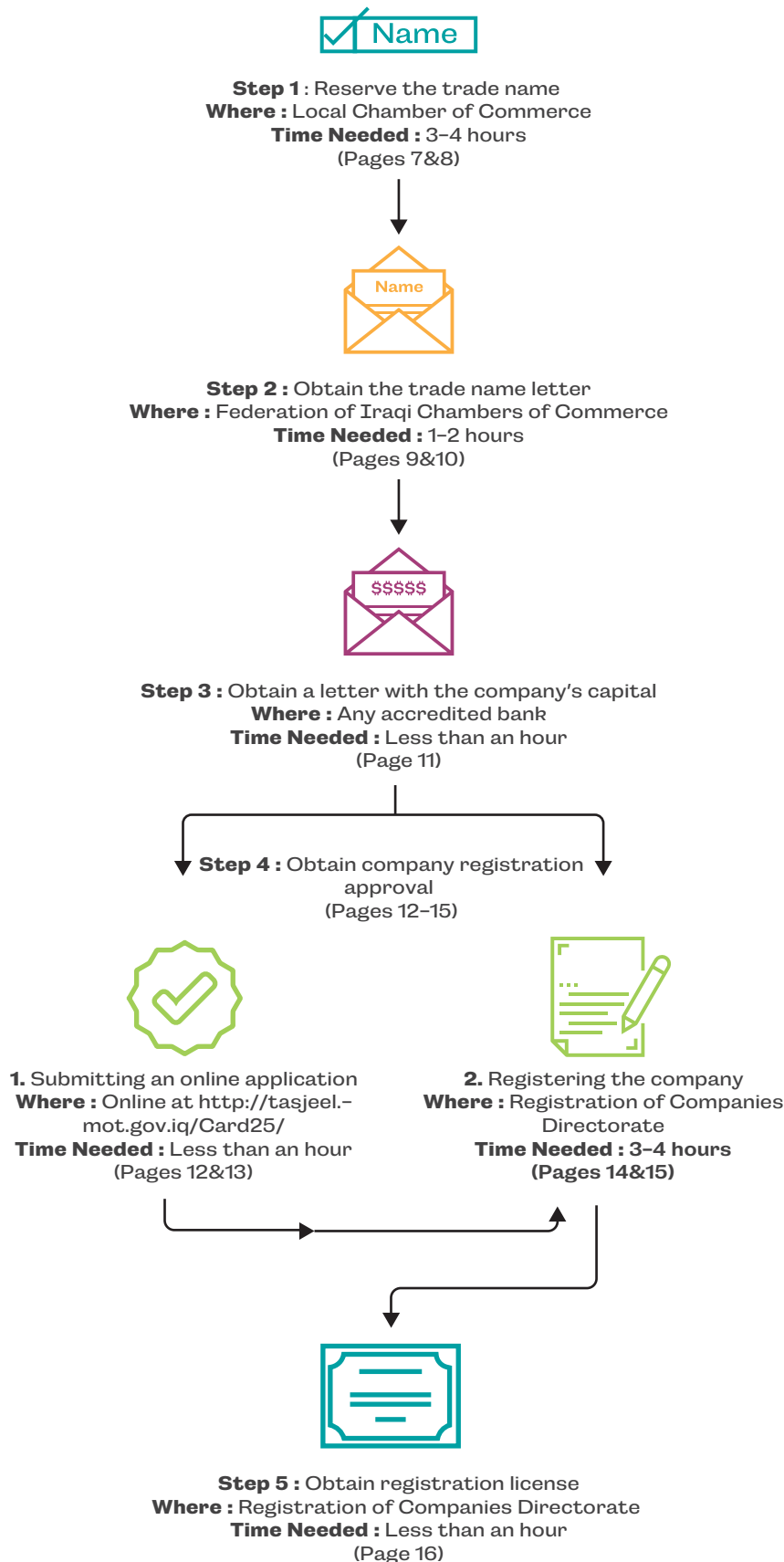
Some company founders tend to keep their companies unregistered, mostly to evade taxes .

Any joint-stock or limited companies incorporated under the Iraqi law is subjected to income tax, as it's considered as an Iraqi resident. These taxes are assessed by the Companies Section in the General Commission for Taxes of the Ministry of Finance.

Another reason is that company founders aren't aware of the steps needed to register & might take a very long time to fulfill this ; that's why we're doing our best in this guide to make it easier for them.



3. Steps To Register a Company



Time needed between two steps : **Immediately**

Time needed between two steps : **Immediately**

Time needed between two steps : **3-7 days**

Time needed between two steps : **Around 10 days**

Note

All costs mentioned in this guide are not fixed, and can vary depending on many factors including type of company, the capital of the company and the current regulations.

3.1 Reserve the trade name in Local Chamber of Commerce

The founder(s) of the company are to submit a request to the local Chamber of Commerce in which the suggested name and term of the company, together with the names and nationalities of the founder(s) must be listed. The aim is to check the validity of the proposed trade name and whether it's already in use or not, as no two companies can share a trade name.

If the local Chamber of Commerce finds the trade name to be valid, and after all fees are paid, the founder(s) shall receive a preliminary reservation letter for the suggested trade name.

To know more details about how to choose a trade name & whether it is valid or not, go to page 22.

1. Where to head? (In case you're from Baghdad, if NO, then check the addresses & contact numbers of other chambers of commerce around Iraq listed on page 26).

- Entity in charge : Baghdad Chamber of Commerce
- Unit & staff in charge : Information desk – front desk clerks
- Address : Baghdad / Al-Rasheed St.
- Phone No. : +964 771 858 9367
- Email : baghdad_chamber@yahoo.com or baghdadchamberrelations@gmail.com
- Working hours : Sunday to Thursday (8:00 am – 14:00 pm)

2. What documents are required?

- National card (original)
- A letter declaring that the founder(s) is/are not civil servants (you can get this easily from any office near to the chamber of commerce)

(Note). In case there is a legal representative, the following documents are needed :

- Iraqi Bar Association ID card (original + copy)
- A Power of attorney (original) – You must visit the Notary office, take all yours identification documents, as well as the attorney's, and request a power of attorney prior to starting the procedure.

3. What to receive?

- Preliminary reservation letter (for the suggested trade name) after doing the following :
 - A- Go to information department & take a request letter of approval
 - B- Take the request letter to trade name manager & obtain a command letter to their database

- C- Take the letter to the database and check the validity of the trade name proposed
 D- Take the verification letter of validity back to the trade name manager & obtain a command to the Director General office
 E- In director General office, take his approval & then go to reception room to pay the fees & have it stamped & audited there

The cost of this step varies accordingly

Cost	Type of Company
50,000 IQD	public service companies
250,000 IQD	private service companies
200,000 IQD	non-membered companies in the local chamber of commerce
500,000 IQD	Companies involved in certain activities including Contract Companies - Pharmaceutical Companies - Traveling & Tourism & (Companies - Hajj (pilgrimage Umrah Companies - Money Exchange Companies - Oil Companies - Security Companies

F- Take the stamped & audited receipt to the accounting department (2nd floor) & pay admin fees of trade name (This costs 1,500 IQD). Then, make sure to audit the fees receipt there as well G- Now go back to the computer database with all your documents & acquire a stamp for the reservation approval letter

H- Take the stamped letter to the companies department & receive a command to print

I- Go to the printer section & have your initial approval printed (original & copy), then go back to the companies department to receive a command to the Director General J- Have your original & copy printed approval letter signed by the DG K- Go to the issuing & receiving department to receive an issue date of approval on your approval letters (original & copied)

L- Lastly, go back to the companies department to receive the preliminary reservation letter

4. How long does it take ?

Estimated waiting time in queue : 10 - 15 minutes each step
 Estimated attention time at counters :20 - 30 minutes each step

5. In case of any complaints :

Visit the office of the Director General of Baghdad Chamber of Commerce.

3.2 Obtain the trade name letter from Federation of Iraqi Chambers of Commerce

The local Chamber of Commerce, after checking the validity of the trade name locally and having the founder(s) receive a preliminary reservation letter, sends a request to the Federation of Iraqi Chambers of Commerce to make sure whether the trade name is in use or not, this time nationally². The founder(s) must be heading to the Federation of Iraqi Chambers of Commerce to carry on the procedure of registering their company there.

The following must be done :

- 1- Checking the documents and obtaining remarks from the Director of trade name Registration
- 2- Paying trade name registration and letter stamping fees
- 3- Printing and signing the trade name letter
- 4- Obtaining the trade name letter

1. Where to head ?

- Entity in charge : Federation of Iraqi Chamber of Commerces
- Unit & Person in charge :

1- To Check the documents and obtain a margin from the Director of Commercial Registration, you must head to the Director of Commercial Registration

2- To Pay trade name registration and letter stamping fees, you must head to the cashier.

3- To Print and sign the trade name letter, you must head to the Director of trade name registration.

4- To Obtain the trade name letter, you must head to the employee in the Outgoing & Incoming Letters Department.

- Address : Baghdad / Al-Saadoun St.
- Email : info@ficc.org.iq
- Working hours : Sunday to Thursday (8:00 am – 14:00 pm)

2- What documents are required ?

1- In order to fulfill checking the documents and obtaining a margin from the Director of Commercial Registration, you must bring the preliminary reservation letter (original) + the national ID card (original).

²The reason behind this is that databases of the local Chambers of Commerces in Iraq aren't connected to one another ,instead, each chamber separately sends its data to the database of the federation of chambers periodically, therefore a request is sent by each to check whether the name exists somewhere else in the country.

2- In order to fulfill paying trade name registration and letter stamping fees, you must bring the initial approval letter (original).

3- In order to fulfill printing and signing the trade name letter, you must bring the stamped initial approval letter (original) together with the fees receipt (original) .

4- In order to fulfill obtaining the trade name letter, you must bring the printed & signed trade name letter

3- What to receive ?

Trade name letter.

4- How much does it cost ?

The fees paid for trade name registration, letter stamping and archiving vary as there are many types of companies. Examples include :

Amount of money	Type of company
1,000,000 IQD	Companies concerned with Stock, Oil Services, Security Services, Medical Supplies, and Demining business
500,000 IQD	,Companies concerned with Airlines ,Traveling & Tourism, Hajj & Umrah Construction, and Tourist Hotels .business
150,000 IQD	Companies incorporated in public-business Commercial agencies- Companies having to do with- ,Agriculture, Food Supply, Shipping ,Public Transport, Internet Service & , Training and Human Development Real Estate Investment
1,000 IQD for archiving and documentation	All types of companies

5- How long does it take to complete the 4 steps mentioned above ?

Estimated waiting time in queue : 20 - 40 minutes

Estimated attention time at counters :No more than 20 minutes

6- In case of any complaints :

You could visit the Director of Commercial Registration.

3.3 Obtain a letter with the company's capital

The company is required to deposit the company's capital in an accredited Iraqi bank, which in turn, shall provide the Company with a letter to the Registrar of Companies, confirming that the capital has been deposited in order to continue with the following registration steps.

1- Where to head ?

- Entity in charge : Any accredited bank
- Unit & staff in charge : Bank Counter
- Working hours : Sunday to Thursday (8:00 am – 14:00 pm)

2- What documents are required ?

- Deposition endorsement request (from the counter)
- National ID card (original)
- (Note). In case there is a legal representative, the following documents are needed :
- Iraqi Bar Association ID card (original + copy)
- Power of attorney (original)

3- What to receive ?

- Deposit form receipt (Received after deposition)
- Account statement (Received 3–7 days after deposition)
- Approval letter for deposited cash (Received 3–7 days after deposition)

4- How much does it cost ?

Joint-Stock Company – Minimum capital is 2 million Iraqi dinars.
Limited Liability Company – Minimum capital is 1 million Iraqi dinars.
Other types of companies – Minimum capital is 500,000 Iraqi dinars.

5- How long does it take ?

Estimated waiting time in queue : 10 – 15 minutes
Estimated attention time at counters :20 – 30 minutes

6- In case of any complaints :

You could visit the office of the bank manager.

3.4 Obtain company registration approval

Following deposition of cash and receiving the trade name letter, the founder(s) must

fill out an application form, available online at the Registrar of Companies website, and submit it to the mentioned department.

This step has two phases :

1. Submitting an online application
2. Registering the company in Registrar of Companies

1. Submitting an online application

1- Where to head?

- Entity in charge: Registrar of Companies Website
- Unit & staff in charge: Registry of local companies department
- Address: <http://tasjeel.mot.gov.iq/Card25/>
- Email: tasjeel@mot.gov.iq, br@mot.gov.iq
- Working hours: You can fill out the application form at all times.

2- What documents are required (to upload)?

- A- Trade name letter (original)
- B- National ID card residence card & ration supply card (original & copies)
- C- Confirmation letter for deposited cash , account Statement & deposit receipt
- D- Memorandum of Association (Signed by founder(s) or their attorneys) - **Go to page 22 for more details about the memorandum**
- E- Declaration that the founder(s) isn't / aren't civil servant(s)
- F- Endorsement of residence & passports (If there is non-iraqi founder(s))

(Note). In case there is a legal representative, the following documents are needed :

- Iraqi Bar Association ID card (original + copy)
- Power of attorney (original)

Note : The website is only reachable using Internet Explorer, and all documents uploaded must be in the lowest resolution available, and in Image format, not PDF.

3- What to receive?

- Temporary application form number
- Confirmation letter

Note :The time it takes to receive the approval is variable depending on whether you have any paper missing, in this case your application will be refused and you will have to fill another one and upload the missing data. Generally, it takes about a week to gain the approval.

4- How much does it cost?

It's FREE.

5- How long does it take?

Estimated time to fill out the application form: 30 – 60 minutes

6- In case of any complaints:

You can visit the director of Registry of local companies department in the Registrar of Companies.



2. Registering the company in Registrar of Companies

The following must be done, step by step, in the Registrar of Companies – Ministry of Commerce (All can be completed on the same day) :

- 1- Obtaining a pass badge
- 2- Confirming the trade name and receiving a list with costs & fees
- 3- Auditing and stamping the costs & fees list
- 4- Paying all registration costs & fees

1 - Where to head ?

- Entity in charge : Registration of Companies Directorate – Ministry of Commerce :

- Unit & personnel in charge :

- 1- To obtain a pass badge, you must head to the reception clerk in reception.
- 2- To confirm the trade name and receive a list with costs & fees, you must head to the front desk clerk in reception.
- 3- To audit and stamp the costs & fees list, you must head to the auditor at the auditing office.
- 4- To pay all costs & fees, you must head to the accountant at the cash receipt counter .

- Address: Al-Mansour – Close to Baghdad International exhibition

- Email: tasjeel@mot.gov.iq, br@mot.gov.iq

- Phone No. : +9647722668771

- Working hours: Sunday to Wednesday (8:00 am – 14:00 pm)

2- What documents are required ?

1- In order to obtain a pass badge, you must bring an initial approval for local company registration (original) + National ID card (original).

2- In order to confirm the trade name and receive a list with costs & fees, you must bring the following :

- 1- Initial approval for local company registration (original)
- 2- Company trade name letter (original)
- 3- Confirmation letter for deposited cash (original)
- 4- Memorandum of association (original)
- 5- Letter of commitment to regulations (original) – A paper that can be easily obtained & filled out at the registrar
- 6- Pledge to the accuracy of Information (original) – A paper that can be easily obtained & filled out at the registrar
- 7- Company registration form (original) – A paper that can be easily obtained & filled out at the registrar
- 8- National ID card (original)

Note : If the owner holds a ration card, they must bring the following as well :

9- Ration card (original)

10- Pledge to withhold ration supply – A paper that can be easily obtained & filled out at the registrar

3- In order to audit and stamp the costs & fees list, you must bring a list with costs and fees

4- In order to pay all costs & fees, you must bring the following :

- 1- An audited and stamped costs & fees list
- 2- Company trade name letter (original)
- 3- Confirmation letter for deposited cash (original)
- 4- Memorandum of association (original)
- 5- Letter of commitment to regulations (original)
- 6- Pledge to the accuracy of Information (original)
- 7- Company registration form (original)
- 8- National ID card (original)
- 9- Initial approval for local company registration

- What to receive ?

- 1- A pass badge.
- 2- A trade name confirmation letter & list with costs & fees.
- 3- A stamped costs & fees list.
- 4- After paying all costs & fees, you'll have a receipt.

- How much does it cost ?

Registration fees of :

- 1- Companies with capital less than 1,000,000 IQD & more than 500,000 IQD must pay 250 IQD per 100,000 IQD
- 2- Companies with capital equal to 1,000,000 IQD must pay 350 IQD per 100,000 IQD
- 3- Other companies should pay 20,000 IQD
- 4- Joint-Stock companies should pay 200,000 IQD

Other fees :

- 25,000 IQD for publishing decision to establish a company
- 5,000 IQD for verifying whether shareholders hold shares in other companies
- 5,000 IQD to audit the memorandum of association of the company
- 10,000 IQD for request advocacy
- 5,000 IQD - For preserving and ratifying the memorandum of association
- 1,000 IQD for reviewers form
- 2,000 IQD for cashier form
- (0-0.3%) of capital for stamping fees

How long does it take ?

Estimated waiting time in queue : 20 - 50 minutes

Estimated attention time at counters : Up to 20 minutes

Note : You must wait for no longer than 10 business days for the directorate to publish the decision to establish a company. Yet, it might take longer if there is a need to approach another entity for further authorization. (See Page 18).

- In case of any complaints :

You could visit the General Director in Registration of Companies department.

3.5 Registering the company in Registrar of Companies

The directorate of registration of companies is to either approve or refuse the request, and after all fees & costs are paid, the directorate publishes their decision in their newsletter.

A- In case of approval

1- The founder(s) must head to the outgoing letters department staff in the directorate of registration of companies to receive the registration license, bringing both the receipt + the national ID card. Hereafter, the company is a legally registered entity, and subsequently, the founder(s) are allowed to submit a request to the registrar demanding authentication of all documents regarding the incorporation of the local company, which is now able to send a request to the concerned bank for deposit withdrawal .

2- The inaugural meeting shall be convened no longer than 30 days post receiving the registration license from the registration of companies directorate. The meeting should discuss next steps, delineate staff's duties, and Identify who is going to be the CEO.

3- The founder(s) is/are now obliged to hire a legal consultant & an auditor.

4- The Ministry of Labour & Social Affairs should be approached and submit a request to provide social security to all its employees. This process takes one to two weeks.

B- In case of refusal

If the directorate of registration of companies refuses the request of registering the local company, then the founder(s) can object before the minister of Commerce within 30 days after the date of refusal. The founder(s) must file an objection asking about causes of refusal & ways to reform. If the objection gets rejected, the founder(s) then have the right to appeal the decision in a competent court within 30 days.

4. Legal status of a company

4.1 When does a company acquire its legal status?

Any company, except limited partnership, gains its legal status as soon as a registration license is obtained, as these companies need authorization in order to initiate any practice whereas limited partnership company acquires its legal status after filing its memorandum of association to the registrar.

4.2 When does a company lose its legal status?

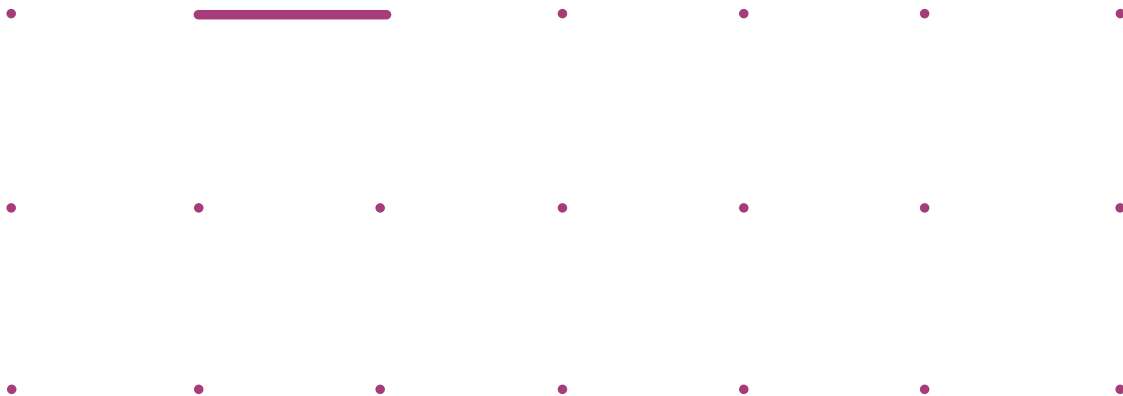
A company loses its legal status just after its name gets crossed out by the registrar & the decision gets published in both the newsletter and the newspaper of the directorate within 10 days.

The decision of crossing out a company name is only made if :

1- The company doesn't practice any economic activity for more than two years with no legit causes. This will force the company to undergo liquidation.

2- The liquidation process is completed according to law

Note: The legal status of the company remains present during the liquidation process, which might take several years.



5. Related definitions

5.1 How does the company registration process vary by type?

First: The amount of capital required to be deposited in step 3 varies depending on the type of company. Article 28 of the Companies Code No. 21 / 1997 amended 2019 sets out the minimum capital requirements for different types of companies as follows:

Joint-Stock Company – Minimum capital is 2 million Iraqi dinars.

Limited Liability Company – Minimum capital is 1 million Iraqi dinars.

Other types of companies – Minimum capital is 500,000 Iraqi dinars.

Second: Some types of companies must obtain the approval of some entities, for example :

1- The Ministry of Interior should be approached if one of the founders is a foreigner.

2 – Financial activity companies must obtain the approval of the Central Bank of Iraq before the registration of the company (banks, financial investment, remittance).

3 – The Ministry of Transport should be approached if the activity of the company includes any means of transportation

4 – The Ministry of Interior should be approached if the activity of the company includes communications.

5- If the company's activities are oil services and one of the founders is a foreigner, the Ministry of Oil should be approached.

6 – The Ministry of the Interior and the National Security Agency should both be approached if the company's activities include guards and security services.

7. If the company's activities include de-mining, the Ministry of Interior, the Ministry of Defense, the Ministry of Environment and the Iraqi National Security Agency should be approached.

By “need to be approached” we mean extra authorization is demanded by the Registrar, and these demands are delivered as notification requests usually sent by the Registrar of Companies itself to the concerned entity. In some cases, the applicant him/herself is asked to approach that entity, and request their approval to establish the company. It takes some extra time and maybe money as well, but it shouldn't hinder the registration process if all steps are performed according to law.

5.2 What is a company ?

A company is a contract by which two or more individuals are each obliged to contribute to an economic project by providing a share of finance, workforce or both, then sharing the final profits or losses. The contract can be signed by only one individual in case of a sole proprietorship projects.

5.3 Types of companies :

First: Categorization of Companies into Civilian and Commercial Companies. This categorization is based on the activity carried out by the company. Thus, a company is considered commercial if its work involves trading goods, and civilians if it doesn't.

Having to distinguish between the two is important because a commercial company is regarded as a trader, in other words, it's is subjected to Trade Law and all additional obligations including the necessity for registration in the commercial register and the commitment to commercial bookkeeping.

Second: Categorization of Companies according to ownership of capital.

1. Private company: A company in which the owners of the capital are all private sector, or even with the participation of the people of the public sector when the participation does not reach 25% or more of the capital.
2. Mixed Company: A company in which the participation of the public sector to the overall capital reaches 25% or more, yet not fully owned by the State.
3. Public Company: A company in which the capital is entirely owned by the State.

Third : Types of companies according to the Iraqi Companies Code.

A start-up can fall in any category of the below, according to the number of individuals and their shares.

1. **Joint stock company** (mixed or private) : A company consisting of a number of individuals not less than five in which the shareholders subscribe to shares in a public offering and are liable for the debts of the company by the nominal value of the shares in which they subscribed.

2. Limited liability company (mixed or private): A company consisting of a number of individuals not less than two and not more than twenty-five in which they subscribe in shares and are responsible for the debts of the company in the amount of the nominal value of the shares in which they subscribed.

3. General partnership: A company consisting of a number of individuals not less than two persons and not more than ten, each of which shall have a share in the company and shall be jointly, personally and unlimitedly liable for all obligations of the Company.

4. Sole proprietorship : A company consisting of one individual who is the owner of the only share in it and is personally and unlimitedly liable for all obligations of the company.

5. Limited (special) partnership: A simple company consists of a number of partners not less than two and not more than five in which all of them provide shares of finance or some provide shares of finance and others provide the workforce.

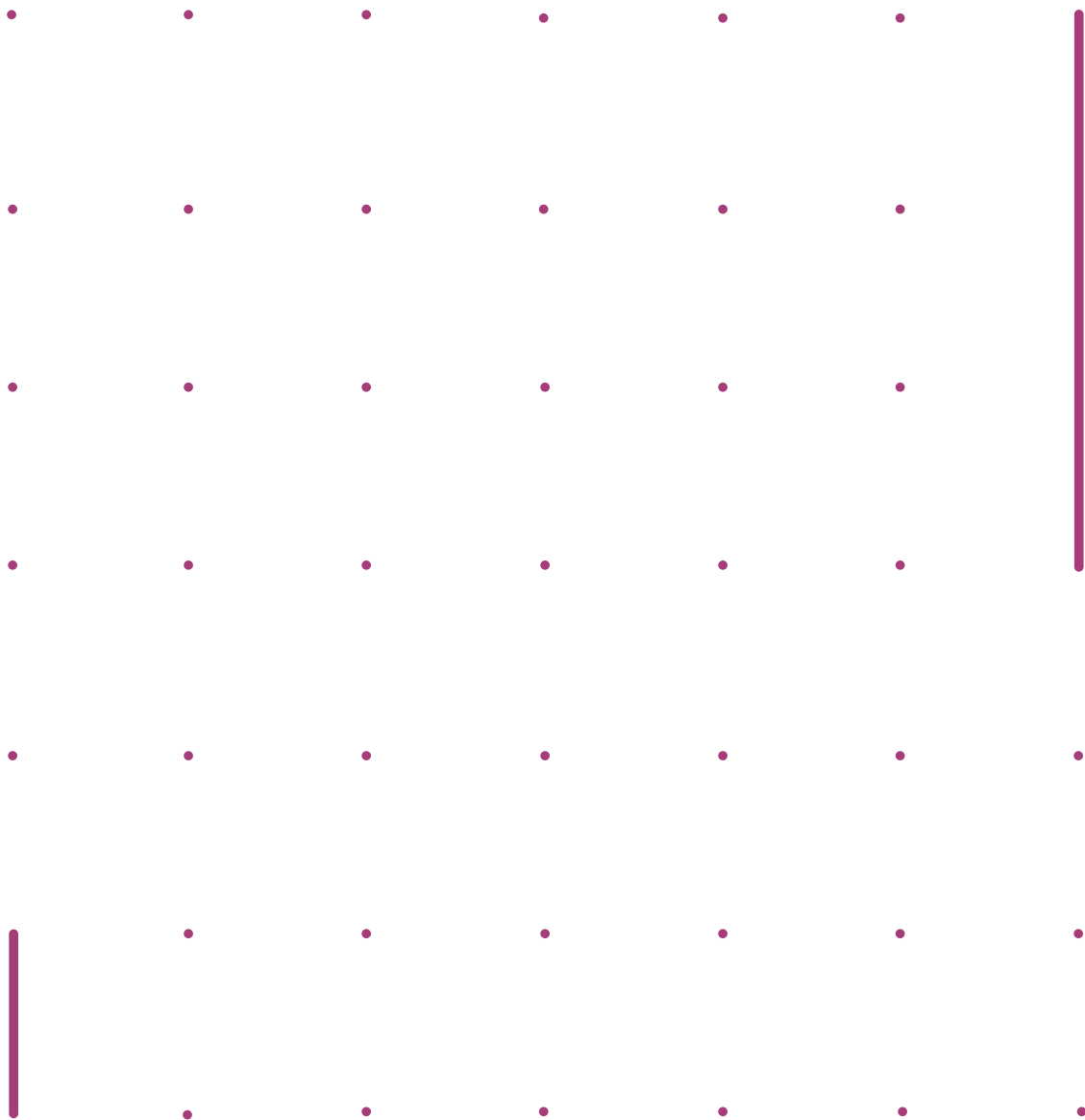
6. Holding company : It's a joint-stock or limited liability company taking control over other joint-stock or limited liability company/companies when it owns more than half of the capital & governs the board.



5.4 What is the company's domicile ?

This is the place where the person usually resides permanently or temporarily. The person may have more than one domicile. However, the term – domicile – doesn't only refer to the place of residence, but also the place where the company operates . The domicile is the address of the company used for mailing, correspondence & filing of claims provided that it is exclusively in Iraq.

It's important to mention that a domicile and the headquarters of a company don't necessarily need to match.



5.5 What is a company's memorandum of association and what does it consist of?

Memorandum of association : It's a well-organized document that consists of one or more papers covering the company's basic information needed for registration, signed by the founders & written by the founder(s) or by specialized lawyers. It's not difficult to write down and you might not need a lawyer to help you, there are several formats available online & on the website of registrar of companies at <http://tasjeel.mot.gov.iq/newtasjeel/> to help you formulate the memorandum.

It consists of :

1. Type of company: There are several types of companies so each has its own terms of registration, defined responsibilities, and variant legal consequences.

2. Objective of the company : This is defined by the type of activity practiced by the company, which differs according to the economic trends of the company and its legal & financial status.

Examples of various economic activities of companies:

Insurance - Banks - Trade - Telecommunications - Food Industries - Automobiles - Tourism - Transportation, etc.

3. Trade name: It's the name chosen by the founder(s) to distinguish their company from any other, which might be an innovative name or adopted from the name(s) or title(s) of the founder(s).

Trade name terms as stated in the Trade Names Code 2006:

First: Must be unused and not formerly registered in the name of another person for the same type of trade or for a similar type as this might cause confusion to the public.

Second: Must be innovative & unique in the type of trade practiced UNLESS the trade name is derived from the person's name or surname.

Third: Shouldn't make others believe that the owner is of official capacity or that he/she enjoys with special care.

Fourth: Must not include a civilian name of another person without his/her consent or the consent of their heirs.

Fifth: Must not include the names of well-known corporations or organizations without their agreement.

Sixth: Must not conflict with beliefs and values of the nation.

4. Trademark: It's a name taking the form of a distinctive shape, signature, word, letter, number, drawing, symbol, stamp, or inscription that is characteristic for the company. It's different from the trade name, because a trademark needs to be registered in Directorate of Trademark Registration in Ministry of Industry, a process which takes up to 6 months. However, it grants the company a unique designation that cannot be used by someone else.

Pros of trademark:

- 1- It separates & distinguishes the goods & services of an enterprise
- 2- It reflects the performance of a service

5. Capital and Headquarters: The capital of the company, together with identification of each partner and the percentages of their financial contribution to the overall capital must be specified in the memorandum. The headquarters of the company (which should take place exclusively in Iraq) must be also stated.

6. Founders and Partners: The name, nationality, role, number and percentage of all parties contributing to the management and provision of the Company's capital shall be mentioned.

7. Joint stock companies should submit a feasibility study as well.



5.6 Corporate Social Responsibility

Corporate social responsibility (CSR) is a type of private business self-regulation that aims to contribute to societal goals of a philanthropic, activist, or charitable nature or by engage in or support volunteering or ethically-oriented practices.

There are various types of CSR initiatives:

- Corporate philanthropy: company donations to charity, including cash, goods, and services, sometimes via a corporate foundation
- Community volunteering: company-organized volunteer activities, sometimes while an employee receives pay for pro-bono work on behalf of a non-profit organization
- Socially-responsible business practices: ethically produced products which appeal to a customer segment
- Cause promotions and activism: company-funded advocacy campaigns
- Cause-related marketing: donations to charity based on product sales
- Corporate social marketing: company-funded behavior-change campaigns

All six of the corporate initiatives are forms of corporate citizenship. However, only some of these CSR activities rise to the level of cause marketing, defined as "a type of corporate social responsibility (CSR) in which a company's promotional campaign has the dual purpose of increasing profitability while bettering society."

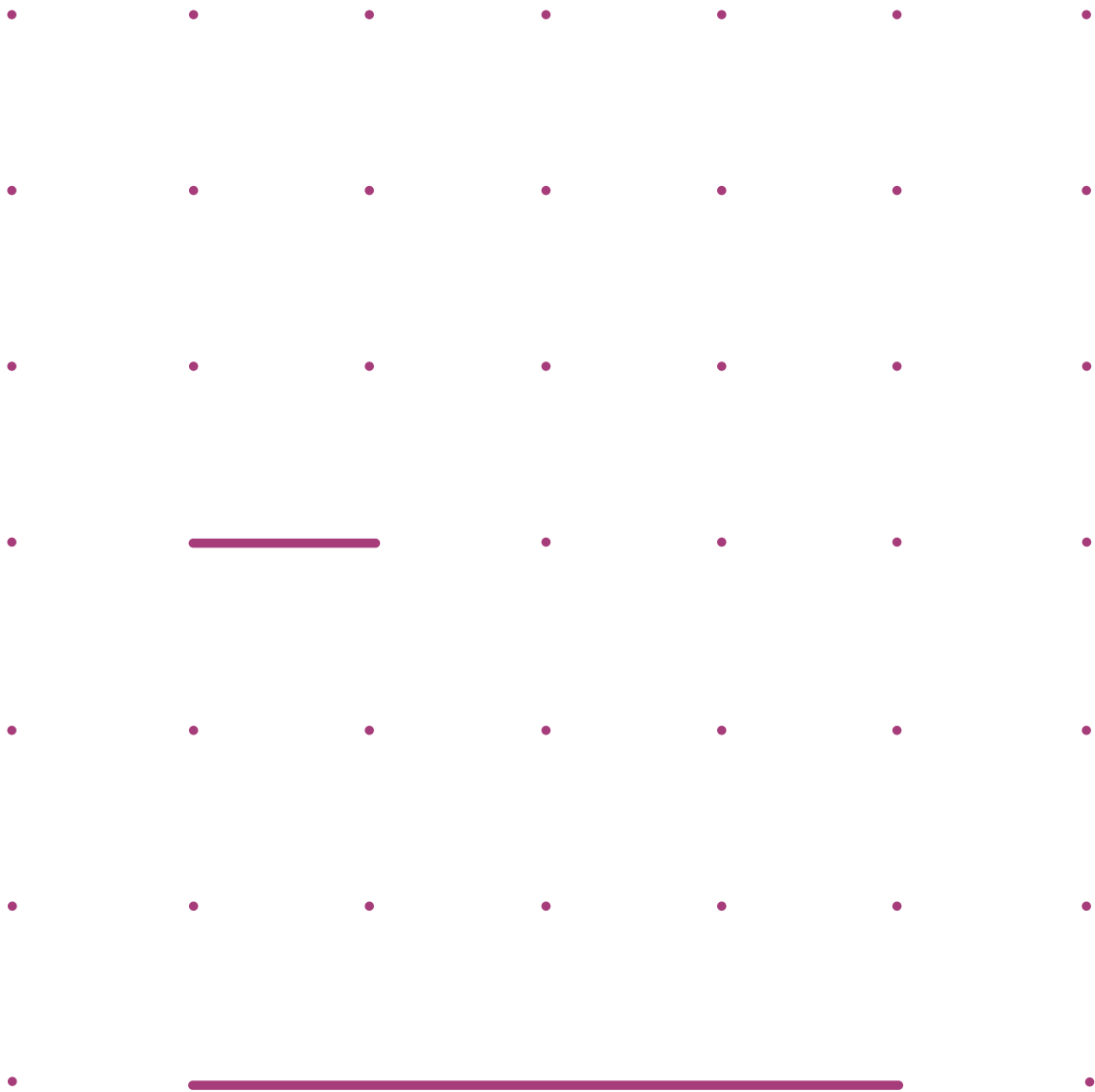
Companies generally do not have a profit motive when participating in corporate philanthropy and community volunteering. On the other hand, the remaining corporate social initiatives can be examples of cause marketing, in which there is both a societal interest and profit motive.

To illustrate how critical social responsibility has become, previous research by Cone Communications found that more than 60% of Americans hope businesses will drive social and environmental change in the absence of government regulation. Nearly 90% of the consumers surveyed said they would purchase a product because a company supported an issue they care about. More importantly, roughly 75% will refuse to buy from a company if they learn it supports an issue contrary to their own beliefs.

CSR for startups

CSR isn't always for giant corporates, you don't have to wait for the millions and then start huge donation initiatives.

Startups usually focuses on product, investors, and monetization while the CSR left on the outlines of the launch. Startups can start with CSR since day one in different methods by matching your startup with cause to support related to the issues your targeted segment care about would help you a lot to position yourself in the market. In addition to embracing sustainable development during the business practices in the product development and manufacturing.



List of available addresses & contact numbers of different chambers of commerces around Iraq

Governorate	Address	Phone no.
Babyoln	Bab Al-Mashad	009647801108939
AlBassrah	Al-Ashar / Manawi Basha in front of Al-Bassrah traffic directorate	009647902457869
Kirkuk	Sari Kehia Street	009647800435899
AlNassiryah	Al-Zaytoun Street	042 232 451
Karbala	Al-Mujamaat Street	009647814760056
AlAnbar	Al-Mwahad - In front of Al-Ramadi garage	009647902182410
Diyala	Khressann Street	009647726845305
Wasit	Infront of Wasit post office	009647808557526
AlNajaf	Al-Kufa Street , Next to Religions University	009647726845305
AlSimawah	Al-Karamah Square	
AlMosul	Al-Korneesh Street	
AlDeywania	Al-Saray Street	



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