

## BCSLA USE OF TITLE – Firm Name Request Form

**NOTE:** *The information below applies to British Columbia only.*

In BC the title “landscape architect” is regulated in order that members of collateral professions, the construction industry, government and the general public are assured that an individual has completed an accredited professional degree, followed by documented experience.

According to provincial statute and BCSLA Bylaws:

Use of Title and Stamp: Registered Landscape Architect

- 2.4 Every person who is a Registered Member in good standing of the Society is entitled to use the designation “Registered Landscape Architect”; no person who is not a Member in good standing of the Society may assume or use that designation in any manner or represent that he or she is entitled to do so.
- 2.5 A Landscape Architect must apply to the Board of Directors to use the title “Registered Landscape Architect” or “Landscape Architect” or; “Landscape Architects” or “Landscape Architecture” in a firm or company name registered in British Columbia for a landscape architecture practice employing one or more Landscape Architects. The Board may allow such use of the title, subject to a written agreement of terms and conditions set by the Board, and duly entered into by the Landscape Architect. Use of the title by the subject firm or company may continue only on strict compliance with the terms and conditions of such agreement.

For more information, please see:

- BCSLA Bylaws and Standards of Profession conduct:  
<https://www.bcsla.org/profession/bylaws-standards>
- The Architects (Landscape) Act:  
[www.bcsla.org/profession/acts](http://www.bcsla.org/profession/acts)

### Application Procedures:

- 1) Please review this form and the BCSLA Use of Title Policy at [https://www.bcsla.org/sites/default/files/UseofTitle\\_2018\\_JB.pdf](https://www.bcsla.org/sites/default/files/UseofTitle_2018_JB.pdf) carefully to verify that you are able to comply with the Policy before completing this form.
- 2) Return completed form (Page 2) along with payment to the BCSLA office.
- 3) The BCSLA Board of Directors will review application and vote to approve/decline application and respond in writing. (The BCSLA Board of Directors typically meets on the 4<sup>th</sup> Tuesday of each month.)
- 4) If the application is approved, the BCSLA will write to the Registrar of Companies (with a copy to you) confirming that the firm has permission to use the words "Landscape Architect" or "Landscape Architecture" in the company name.
- 5) Once the name of the firm has been changed, you must provide the BCSLA with a letter on new company letterhead agreeing to meet the requirements as detailed in the BCSLA Use of Title Policy.

**Please see Page 2 for Firm Name Request Form.**

## BCSLA USE OF TITLE – FIRM NAME REQUEST FORM

Please return completed form along with payment to the BCSLA office by mail to #450, 355 Burrard Street, Vancouver, BC V6C 2G8 or by email to [admin@bcsla.org](mailto:admin@bcsla.org). See Page 1 for details.

### MAILING ADDRESS:

Name		Current Company Name	
Address	City	Province	Postal Code
Phone		Email	

### REQUESTED FIRM NAME:

Choice #1	Name Registry (NR) #
Choice #2	

### ENCLOSED PAYMENT:

- Cheque** for **\$31.50** (\$30.00 + \$1.50 GST) enclosed (payable to “BCSLA”).
- Please charge my **Visa Credit Card** in the amount of **\$31.50** (\$30.00 + \$1.50 GST).  
(Sorry, no other credit cards are accepted.)

Visa Cardholder Name	Visa Cardholder Signature	
Visa Credit Card #	Expiry Date (MM/YY)	3-Digit CVV Code
BN131999757 RT0001		

- Yes, I am a BCSLA Registered Landscape Architect Member in Good Standing.**
- I have read, understood, and will comply with the BCSLA Use of Title Policy.**

Name (please print)	Authorized Signature	Date (MM/DD/YYYY)
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