

Companies Office Investment Promotion Authority

Form 1 | Application for registration of a company

Section 13(1)(a), Companies Act 1997

Note

If there is insufficient space on the form to supply the information required, attach a separate sheet containing the information set out in the prescribed format.

Place barcode here

The information on this form must be either typewritten or printed legibly in BLOCK letters.

Name of proposed company

Name reservation number

(Provide if available or attach a name reservation form)

1. Addresses

Address of registered office

Provide the suburb, street name and number, or allotment and section number. The district and province must be stated. If at the premises of a firm or in a building the particulars must be provided. A village address is insufficient.

District and Province:

Address for service

This may be the same as the address of the registered office. Provide the suburb, street name and number, or allotment and section number. The district and province must be stated. If at the premises of a firm or in a building the particulars must be provided. A village address is insufficient. A PO Box address is not allowed.

District and Province:

Address for communication

Postal address to which communications from the Registrar may be sent.

Postal address:

District and Province:

Email address

This is the address to which communications from the Registrar will be sent. An email is required in order to use the on-line filings services.

Email address:

2. Directors

The following persons are the directors of the proposed company. The Applicant attests that all of the following named directors have consented to act in that capacity.

Note | If there are more than three directors please attach a separate sheet containing the information set out in the prescribed format. All names should be in BLOCK letter format.

At least one director must provide an email address in order for the entity to use the on-line filings services.

Full legal name:	Nationality:
Residential address:	Gender:
Postal address:	Date of Birth:

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Residential address:	Gender:
Postal address:	Date of Birth:
	Email address:

3. Secretary

If the company has a secretary, provide their name below. The Applicant attests that the person shown as secretary has consented to act in this capacity.

Note | If there is more than one secretary please attach a separate sheet containing the information set out in the prescribed format. All names should be in BLOCK letter format.

Full legal name:	Nationality:
Residential address:	Gender:
Postal address:	Date of Birth:
	Email address:

4. Shareholders

The following persons are the shareholders of the proposed company. The Applicant attests that the person(s) shown as shareholder(s) has consented to act in this capacity.

Instructions for completing shareholder information

1. If there are more than three shareholders please attach a separate sheet containing the information set out in the prescribed format. All names should be set out in BLOCK letter format.
2. If the shareholder is a natural person, provide their first name followed by their surname. If the shareholder is a registered entity (such as another company) provide the entity name and registration number.
3. If the shareholder is a natural person, provide their residential address. No address information is required if the shareholder is a registered entity.
4. If shares are jointly held, provide the particulars of each shareholder within a single box below.

Number of shares:	Date(s) of Birth:
Name(s) of shareholder(s):	Gender(s):
Registration number (if the shareholder is another registered entity):	Nationality(ies) of shareholder:
Address(es)(f the shareholder is a natural person):	

Number of shares:	Date(s) of Birth:
Name(s) of shareholder(s):	Gender(s):
Registration number (if the shareholder is another registered entity):	Nationality(ies) of shareholder:
Address(es)(f the shareholder is a natural person):	

Number of shares:	Date(s) of Birth:
Name(s) of shareholder(s):	Gender(s):
Registration number (if the shareholder is another registered entity):	Nationality(ies) of shareholder:
Address(es)(f the shareholder is a natural person):	

Total number of shares:

Is there more than one class of shares for this company? Yes No

If yes, attach a separate sheet that sets out the particulars of the different classes of shares.

5. Proposed Business Activity

The following is the proposed principal activity of the proposed company.

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Distribution | <input type="checkbox"/> Retail |
| <input type="checkbox"/> Forestry | <input type="checkbox"/> Tourism | <input type="checkbox"/> Mining | <input type="checkbox"/> Oil and gas |
| <input type="checkbox"/> Fisheries | <input type="checkbox"/> Statutory company | <input type="checkbox"/> Construction | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Entertainment/catering | <input type="checkbox"/> Telecommunication | <input type="checkbox"/> Professional & other services | |
| <input type="checkbox"/> Financial Institution | <input type="checkbox"/> Information technology | <input type="checkbox"/> Other | |

6. Does the company have a constitution?

Yes No

7. Applicant

Full legal name of applicant:
Signature:

**In the case of a natural person, please give first name(s) followed by surname in BLOCK letters.*

Email address for applicant

This is the address to which communications from the Registrar will be sent. An email is required in order to use the on-line filings services.

Email address:

8. Lodged by

Name:

Address:

Other contact details:

Telephone:

Email (optional):

9. Checklist

The following must accompany this form:

- A completed notice of name reservation or the registration number of a previously lodged name reservation must be included.
- A copy of the constitution of the company, if one has been adopted (a constitution is optional).
- If there are multiple classes of shares, attach a separate sheet that sets out the particulars of the different classes of shares.
- The prescribed fee of **K500** must accompany this form. A prescribed fee of **K400.00** is payable if lodged through the Online Registry Service. Please make cheques payable to '*Registrar of Companies*'.