



Application Form to register a Company

SECTION A

Type of Company (Mark the preferred company) Private Company (Pty) Ltd. Non-Profit (NPC)

Proposed names of the company (Please Provide At Least 4):

Name 1:	
Name 2:	
Name 3:	
Name 4:	

*Note that, when we lodge the names, we will get an initial indication from the CIPC if the name is available or not. We only proceed with the available names and the CIPC then do a more thorough investigation comparing the proposed names with already registered names. It can happen that all the proposed names get rejected by the CIPC because the proposed names are confusingly similar to already registered names. If that happens, we will proceed with the company registration under the registration number. If you then wish to apply for the reservation of names again, we will apply for a name change at an additional cost of R100,00.

Company Details (Personal details may be used as company details):

Company Physical Address	
Company Postal Address	
Company Telephone	
Company E-mail	
Financial Year End	(February Recommended)

Directors Details (Must have at least 1 director for private companies and 3 for Non Profit):

Director 1:			
What type of director will this person serve as?	Director	Non-Executive Director	Alternate Director
Citizenship			
Surname			
Full Names			
ID/Passport Number			
Date of Birth			



SME Business Accountants

Spouse ID number (if married) *	
Date of Marriage*	
Cell phone Number	
E-mail Address	
Physical Address	

Postal Address			
Director 2:			
What type of director will this person serve as?	Director	Non-Executive Director	Alternate Director
Citizenship			
Surname			
Full Names			
ID/Passport Number			
Date of Birth			
Spouse ID number (if married) *			
Date of Marriage*			
Cell phone Number			
E-mail Address			
Physical Address			
Postal Address			



SME Business Accountants

Director 3:			
What type of director will this person serve as?	Director	Non-Executive Director	Alternate Director
Citizenship			
Surname			
Full Names			
ID/Passport Number			
Date of Birth			
Spouse ID number (if married) *			
Date of Marriage*			
Cell phone Number			
E-mail Address			
Physical Address			
Postal Address			

Note:
By completing and submitting this form to Smetu Consultants (The firm) you agree that the firm can on your behalf use the provided information to create CIPC customer code on your behalf and register company. Your customer code will be visible to all your CIPC documents. Password to CIPC will be Siphos@3215 until you change it. This information will not be sent to you via email until requested. The customer code is created so that should the client want to do further transaction at CIPC that they wish to do themselves they can, we will however always be available to support.

The information provided to the firm will be kept confidential and will not be distributed to anyone except when required by law.

*Information required for verification purposes



SECTION B: Shareholders

Are directors also shareholders?	Yes	No
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Please complete information of all shareholders.

Number of shares issued?					
Class of shares					
Shareholder name & surname	Tax Number	ID Number	Number of shares	Value of shares	of



SECTION C: BBBEE Certificate/Affidavit

Revenue from last financial year	R
Number of shareholders with disability?	
Number of youth shareholders	
Number of Unemployed youth	
Number of women	
Number of shareholders who are military veterans	
Number of shareholders from previously disadvantaged background	