

## Required documents to be attached to CM29

The public is hereby informed that as from the **01 JUNE 2021** the following documents need to be attached when submitting a CM29 form for resignation and/or appointment of Company Directors:

1. Certified Copies of ID or Passport of all Directors.
2. Contact details: emails, telephone number and cell phone numbers of all Directors.
3. An extract of the minutes where the shareholders/Board of Directors consented to the changes to be affected.

In the absence of the extract of the minutes:

A CM29 form should accompany a CM27 form (consent to act as a director or officer) as is indicated in the Companies Act and Regulation 2004, (Section 219) (Regulation 45(1)).

In instances where a Director resigned, such resignation letter/notice should be attached.

BIPA remains appreciative of your continued support to ensure compliance with all statutory requirements. In terms of the Companies Act, 2004 (Act No.28 of 2004).

By Order: **Registrar**

