

## NOTICE: COMPLETION OF BUSINESS REGISTRATION DOCUMENTS

Dear Valued Clients,

For the purpose of streamlining business registration efficiencies, the public is herewith notified that all documents lodged with the Registrar must either be **Handwritten** in *Block Capital Letters* or **Typewritten** as required in terms of Regulation 3(1) of both the Companies Act, 2004 (Act No. 28 of 2004) and the Close Corporations Act, 1988 (Act No. 26 of 1988). Documents submitted that contain both handwritten and typewritten content, will be rejected.

The Registrar may reject any document which may be deemed unsuitable for administrative and record-keeping purposes.

BIPA remains appreciative of your continued support in our quest to improve our service standards.

**Issued by:** Registrar of Companies and Close Corporations.