

## **PUBLIC NOTICE**

### **BUSINESS AND INTELLECTUAL PROPERTY AUTHORITY OF NAMIBIA**

#### **LODGING OF ANNUAL RETURN AND PAYMENT OF ANNUAL DUTIES**

In terms of Section 32 of the BIPA Act 2016 (Act No. 8 of 2016), notice is hereby given that as of 01 February 2018, BIPA is commencing with the collection of Annual Duties from all registered businesses.

The public is reminded that in terms of section 181 of the Companies Act, 2004 (Act No. 28 of 2004) the lodging of annual returns is compulsory for all businesses having a share capital and a lodging fee of NAD 100.00 must accompany the annual return (CM23). Section 21 Companies are also obliged to lodge their annual CM23 returns.

Further; in terms of Section 13, Subsection 2 of the Close Corporations Act, 1988 (Act. No. 26 of 1988); Every corporation shall, for the benefit of BIPA annually, within the period after the commencement of its financial year and in the manner as prescribed, pay the prescribed annual duty.

BIPA in a surveillance audit discovered that a large number of businesses have not lodged their annual returns and have not been paying their annual duty as prescribed by section 182 to 186 of the Companies Act, 2004 (Act no. 28 of 2004) and section 13 of the Close Corporations Act. In some cases, businesses have paid their annual duty but such payments were not recorded/updated by BIPA.

In order to ensure compliance with the Companies Act and the Close Corporations Act, businesses that have not paid their annual duties for the years 2012 to 2017 must ensure that all outstanding annual duties are paid to BIPA by August 2018. Failure to do so will result in BIPA deregistering non-compliant businesses in terms of the Companies Act, 2004 (Act no. 28 of 2004) and the Close Corporations Act, 1988 (Act no. 26 of 1988) respectively.

Businesses that have paid their annual duty are humbly requested to assist BIPA in updating its records by submitting proof of payment of Annual Duties for the period 2012 to 2017 to the respective BIPA offices.

For more information, please contact + 264 61 299 4484 or send an email to [debtors@bipa.na](mailto:debtors@bipa.na)

  
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**REGISTRAR OF BUSINESS AND INDUSTRIAL PROPERTY**

