

**REQUIRED DOCUMENTS TO BE ATTACHED
TO THE AMENDMENT OF THE CONTENTS
OF REGISTER OF DIRECTORS, AUDITORS
AND OFFICERS (CM29)**

In an effort to improve administration and turnaround times, the public is herewith notified that when submitting an Amendment of Contents of Register of Directors, Auditors and Officers (**CM29**), the following would be required:

- The Registrar currently requires certified or notarized ID/Passport copies for all active, resigned and newly appointed directors on the CM29.
- As from 01 May 2022, no ID/Passport copied would be required for active or resigned directors. This would ONLY be required for newly appointed Directors.
- Kindly note, that in instances where a director has resigned, a resignation letter or notice should be attached, duly signed and dated by the resigning director.
- Further be reminded that for ALL newly appointed Directors, such a CM29 must be accompanied by a Consent to Act as a director/Officer (**CM27**) duly signed.
- In addition to the above (CM29 and CM27), an extract of the minutes/resolution where the shareholders/Board consented to the appointed of the directors should also be attached. This should be duly signed and dated by the meeting attendees.

Issued by: Registrar of Companies and Close Corporations.

