



Companies and Intellectual
Property Commission

a member of **the dti** group

NOTICE

FAX TO E-MAIL SERVICE FOR CERTAIN APPLICATIONS

The Companies and Intellectual Property Commission (CIPC) is committed to improving its business processes to meet customers' expectations and ensure efficient service delivery. The organisation is determined to implement innovative ideas and to provide services required by all businesses in South Africa.

CIPC will be introducing a fax-to-email service to allow customers to submit certain applications. With effect from the 1st of February 2013, the applications listed below may be **faxed to 086 6186 960**.

- Name and Defensive name reservations and extensions (CoR9.1, CoR9.2, CoR10.1 and CoR10.2);
- New company applications (CoR15.1A to CoR15.1E);
- Close corporation to company conversions (CoR18.1);
- Company changes (CoR21.1, CoR21.2, CoR22, manual CoR39, and CoR44);
- Company and close corporation deregistrations (deregistration request and CoR40.2);
- Company and close corporation re-instatements (CoR40.5).

For purposes of utilising the fax to e-mail service, applications **may only be faxed to the indicated fax number** to ensure efficient and transparent channeling of such applications through CIPC processes. Customers will be required to keep the original document in case it is requested by CIPC.

Customers are encouraged to visit CIPC website, www.cipc.co.za, on a regular basis for updated information as well to ascertain that their information on CIPC's register is correct.

Yours sincerely

A. Ludin

Commissioner: CIPC

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