

COMPANIES ACT
(Cap. 42:01)

COMPANIES (FORMS) (AMENDMENT) REGULATIONS, 2013
(Published on 7th June, 2013)

ARRANGEMENT OF REGULATIONS

REGULATION

1. Citation
2. Amendment of Cap. 42:01 (Sub. Leg.)
3. Amendment of Schedule to Regulations

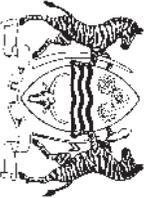
IN EXERCISE of the powers conferred on the Minister of Trade and Industry by section 528 of the Companies Act, the following Regulations are hereby made —

Citation **1.** These Regulations may be cited as the Companies (Forms) (Amendment) Regulations, 2013.

Amendment
of Cap. 42:01
(Sub. Leg.) **2.** Regulation 2 of the Companies (Forms) Regulations is amended by inserting, immediately after subregulation (52), the following new subregulation —

“(53) A notice of change of members, secretaries and authorized agents for companies limited by guarantee and close companies in terms of sections 244 (2) and 261 (1) (*d*), (*e*) and (*f*) of the Act respectively shall be in the Form 36 as set out in the Schedule.”.

Amendment
of Schedule to
Regulations **3.** The Schedule to the Companies (Forms) Regulations is amended by inserting immediately after Form 35, the following new form —



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DOCUMENT
NUMBER

FOR OFFICE
USE ONLY

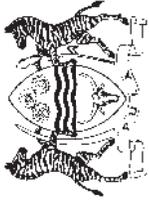
NOTICE OF CHANGE OF MEMBERS, SECRETARY/ACCOUNTING OFFICER
(section 244 (2) and 261 (1) (d) (e) and (f))

TO BE COMPLETED LEGIBLY IN BLACK INK

NAME OF COMPANY.....

COMPANY NUMBER:.....

1	2	3	4	5	6	7	8	9	10	11
Date of Appointment <i>(b)</i>	First Names and Surname Member <i>(a)</i>	Identity Number	Nationality	Former Name/ Address	Current Residential and Postal Address	Mobile Number	E-mail Address	Nature of Change <i>(d) (e)</i>	Consent Signature	Date of Change
	Member <i>(a)</i>									



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1 Date of Appointment (b)	2 First Names and Surname Secretary/Accounting Officer (c)	3 Identity Number	4 Nationality	5 Former Name/ Address	6 Current Residential and Postal Address	7 Mobile Number	8 E-mail Address	9 Nature of Change (d) (c)	10 Consent Signature	11 Date of Change



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NOTES:

- a. A complete list of the existing members should be given, where applicable attach list of existing Memberships.
- b. This date should always be shown whether or not in respect of an old or new appointment given.
- c. In the case of the secretary being a corporate body, its name and situation of registered office must be shown.
- d. If a member of any other company in Botswana, the name and registered office of any such company must be entered and applies only to new appointees.
- e. State “Appointed”, “Resigned”, “Retired”, “Deceased”, “Removed” or as the case may be.
- f. In the case of resignations please attach resignation letter or ordinary/special resolution (as required) for removal of members.

Presented by:.....

Signature:.....Date.....

Identity Number:.....

Postal Address:.....



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E-mail Address:.....

Telephone:.....

Fascimile:.....

***Passport Number applicable to non-citizens only and state the nationality.**

MADE this 20th day of May, 2013.

DORCAS MAKGATO-MALESU,
Minister of Trade and Industry.