

## E-mail addresses for submitting documents to CIPC

Important Note: Ensure that the correct email address for submitting applications are used. Documents submitted to incorrect email addresses will not be processed.

### Court documents and court orders

<ul style="list-style-type: none"> <li>Court documents and court orders</li> </ul>	<a href="mailto:corporatelegalservices@cipc.co.za">corporatelegalservices@cipc.co.za</a>
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### Name reservation

<ul style="list-style-type: none"> <li>Associated Name reservations and defensive name reservations</li> </ul>	<a href="mailto:namereservationsandregistrations@cipc.co.za">namereservationsandregistrations@cipc.co.za</a>
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### Company registration

<ul style="list-style-type: none"> <li>Manual new company applications – Completing the long standard form for profit and not for profit companies and external companies</li> </ul>	<a href="mailto:companydocs@cipc.co.za">companydocs@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Registration of external company</li> </ul>	<a href="mailto:companydocs@cipc.co.za">companydocs@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Notice of Merger and Amalgamation</li> </ul>	<a href="mailto:CoR89@cipc.co.za">CoR89@cipc.co.za</a>

### Changes/amendments to your company

<ul style="list-style-type: none"> <li>Notice of Amendment to the Memorandum of Incorporation / Special Resolutions</li> </ul>	<a href="mailto:moiamendments@cipc.co.za">moiamendments@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Company changes - notice of location of company record</li> </ul>	<a href="mailto:companychanges@cipc.co.za">companychanges@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Notice of person authorised to accept service</li> </ul>	<a href="mailto:CoR21.2@cipc.co.za">CoR21.2@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Company changes - notice of change of auditor and company secretary (appointments, resignations)</li> </ul>	<a href="mailto:CoR44@cipc.co.za">CoR44@cipc.co.za</a>



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<ul style="list-style-type: none"><li>Manual director changes</li></ul>	<a href="mailto:Manualcor39@cipc.co.za">Manualcor39@cipc.co.za</a>
<ul style="list-style-type: none"><li>Company director changes – electronic (application submitted via CIPC system)</li></ul>	<a href="mailto:Eservicescor39@cipc.co.za">Eservicescor39@cipc.co.za</a>

### Changing the status of your company or close corporation

<ul style="list-style-type: none"><li>Company and close corporation deregistrations</li></ul>	<a href="mailto:deregistrations@cipc.co.za">deregistrations@cipc.co.za</a>
<ul style="list-style-type: none"><li>Company and close corporation reinstatements</li></ul>	<a href="mailto:re-instatements@cipc.co.za">re-instatements@cipc.co.za</a>
<ul style="list-style-type: none"><li>Company and close corporation liquidations</li></ul>	<a href="mailto:liquidations@cipc.co.za">liquidations@cipc.co.za</a>
<ul style="list-style-type: none"><li>Application to transfer registration of foreign company</li></ul>	<a href="mailto:companydocs@cipc.co.za">companydocs@cipc.co.za</a>

### Conversions

<ul style="list-style-type: none"><li>Close corporation to company conversions</li></ul>	<a href="mailto:companydocs@cipc.co.za">companydocs@cipc.co.za</a>
<ul style="list-style-type: none"><li>Conversion from co-operative to company</li></ul>	<a href="mailto:companydocs@cipc.co.za">companydocs@cipc.co.za</a>
<ul style="list-style-type: none"><li>Conversion from one type of company to another</li></ul>	<a href="mailto:moiamendments@cipc.co.za">moiamendments@cipc.co.za</a>

### Business Rescue

<ul style="list-style-type: none"><li>Notice to start Business Rescue Proceedings</li></ul>	<a href="mailto:businessrescue@cipc.co.za">businessrescue@cipc.co.za</a>
<ul style="list-style-type: none"><li>Appointment of a Business Rescue Practitioner</li></ul>	<a href="mailto:businessrescue@cipc.co.za">businessrescue@cipc.co.za</a>
<ul style="list-style-type: none"><li>Response to filing of Business Rescue Status Report; Business Rescue Terminations and Business Rescue Substantial Implementation</li></ul>	<a href="mailto:businessrescue@cipc.co.za">businessrescue@cipc.co.za</a>

## Corporate Compliance and Enforcements

<ul style="list-style-type: none"> <li>CoR135.1 complaints – acknowledge receipts of complaints</li> </ul>	<a href="mailto:CoR135.1complaints@cipc.co.za">CoR135.1complaints@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Request for investigation</li> </ul>	<a href="mailto:CoR135.1complaints@cipc.co.za">CoR135.1complaints@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Reportable Irregularities arising from Independent Review of financial statements.</li> </ul>	<a href="mailto:independentreview@cipc.co.za">independentreview@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Filing financial or reviewed financial statements</li> </ul>	<a href="mailto:financialstatements@cipc.co.za">financialstatements@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Prospectus</li> </ul>	<a href="mailto:prospectus@cipc.co.za">prospectus@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Advisory opinions</li> </ul>	<a href="mailto:education@cipc.co.za">education@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Confidentiality Applications in terms of section 212 of the Companies Act</li> </ul>	<a href="mailto:212applications@cipc.co.za">212applications@cipc.co.za</a>

## Close corporation (CC)

<ul style="list-style-type: none"> <li>Changes in <b>CC membership</b> - eServices</li> </ul>	<a href="mailto:eservicesck2@cipc.co.za">eservicesck2@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Changes in <b>CC membership</b> - form completed manually</li> </ul>	<a href="mailto:manualck2@cipc.co.za">manualck2@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Letters for Accounting Officer (consent, resignation)</li> </ul>	<a href="mailto:manualck2@cipc.co.za">manualck2@cipc.co.za</a>
<ul style="list-style-type: none"> <li>CC change in address</li> </ul>	<a href="mailto:manualck2@cipc.co.za">manualck2@cipc.co.za</a>
<ul style="list-style-type: none"> <li>CC manual financial year end changes</li> </ul>	<a href="mailto:manualck2@cipc.co.za">manualck2@cipc.co.za</a>
<ul style="list-style-type: none"> <li>CC change in principal business</li> </ul>	<a href="mailto:manualck2@cipc.co.za">manualck2@cipc.co.za</a>

## Co-operatives

<ul style="list-style-type: none"> <li>Co-operative registrations</li> </ul>	<a href="mailto:cooperativesonline@cipc.co.za">cooperativesonline@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Amendment to constitution of a co-operative</li> </ul>	<a href="mailto:cooperativesonline@cipc.co.za">cooperativesonline@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Changes to co-operative details</li> </ul>	<a href="mailto:cooperativesonline@cipc.co.za">cooperativesonline@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Conversions</li> </ul>	<a href="mailto:cooperativesonline@cipc.co.za">cooperativesonline@cipc.co.za</a>
<ul style="list-style-type: none"> <li>Amalgamations/Divisions</li> </ul>	<a href="mailto:cooperativesonline@cipc.co.za">cooperativesonline@cipc.co.za</a>

Tel: +27 12 394 9973 | Fax: +27 12 394 1015 | Call Centre: 086 100 2472  
| Website: [www.cipc.co.za](http://www.cipc.co.za)



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• Changing of directors details	<a href="mailto:cooperativesonline@cipc.co.za">cooperativesonline@cipc.co.za</a>
• Conversions from old to new registration number	<a href="mailto:cooperativesonline@cipc.co.za">cooperativesonline@cipc.co.za</a>
• Deregister a co-operative	<a href="mailto:cooperativesonline@cipc.co.za">cooperativesonline@cipc.co.za</a>

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