

**Companies and Intellectual Property Commission
Republic of South Africa**

Form CoR 15.3

About this Notice

- This notice is issued in terms of section 17 of the Companies Act, 2008 and Regulation 15 (2) and (3) of the Companies Regulations, 2011.
- A Notice of Alteration must be filed within 10 business days after the alteration was published.
- The fee for filing this Notice is R250.
- A director or Shareholder of the company may apply to the Companies Tribunal in Form CTR 142, for an order setting aside the alteration of the Memorandum of Incorporation, only on the grounds that the alteration exceeds the authority set out in section 17 (1).

Contacting the Commission

The Companies and Intellectual Property Commission of South Africa

Postal Address

PO Box 429
Pretoria
0001
Republic of South Africa
Tel: 086 100 2472

www.cipc.co.za

Notice of Alteration of Memorandum of Incorporation

Date: _____

Concerning:

(Name and Registration Number of Company)

<p><i>Name:</i> _____</p> <p><i>Registration Number:</i> _____</p>
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The Memorandum of Incorporation of the above named company has been altered in accordance with section 17 (1) of the Companies Act, 2008, in the following particulars:

(List article that has been altered, and the nature of the alteration. Use an additional sheet if required)

Article	Nature of Alteration
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(1)

[The company published a Notice on this Alteration on _____]

(2)

Name and Title of person signing on behalf of the Company:

Authorised Signature:

Companies and Intellectual Property Commission Republic of South Africa

EXPLANATORY NOTES FOR NOTICE OF ALTERATION OF MEMORANDUM OF INCORPORATION – COR 15.3

The explanatory notes is not a complete guide on how to complete the indicated documents but to provide guidance as to what must done and filed. Further, these explanatory notes are based on draft forms and regulations. Therefore, the CIPC is not liable for any error or misrepresentation made in these explanatory notes and subsequent loss or damage suffered by any party.

(1) Alterations

Section 17 of the Companies Act, 2008 allows for a company to correct an error on the Memorandum of Incorporation by filing a notice COR 15.3 with the CIPC.

The alteration does not mean a change to the MOI can be made, only an alteration to correct:-

- A patent error in spelling;
- Punctuation;
- Reference;
- Grammar; or
- Similar defect.

(2) Publication

The Act prescribes that such an error must be corrected by filing a notice in the form of COR 15.3 as well as the fact that such an alteration needs to be published in the manner as prescribed by the MOI or the company rules. The date of such a publication needs to be completed on the notice filed with the CIPC.

Compiled by L Steenkamp

Version 1.0