

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

**Form CoR 44**

**About this Form**

- This form is issued in terms of section 85 (3) of the Companies Act, 2008, and Regulation 44 of the Companies Regulations, 2011.
- This form must be filed within 10 business days after any change in the appointments of company secretary, auditor or member of the audit committee.
- The fee for filing this Notice is R0.

**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 Change of Auditor or Company Secretary**

Date: (1) 28 June 2016

Customer Code: (2) XXXXXX

**Concerning:**

*(Name and Registration Number of Company)*

Name: (3) ABC (Pty) Ltd

Registration number: (3) 1888/012345/07

The above named company gives notice of the following change in the persons it has appointed to serve as secretary, auditor or member of the audit committee of the company. In the case of new appointments, each person named has consented to that appointment:

*(For each person listed, show the person's name and identity or registration number, and the office to which they have been appointed, or in which they have ceased to serve.)*

Name: (4) ABC Auditor Inc Office: (5) Auditor / Co Secretary

Designated Auditor (if applicable): (6) (Individual Name and Surname)

ID/Reg/Practice No: (7) ID 7201234567890 / Reg No: 1888/012345/07 / Practice No: 12345 (Information required depending on (4) / (5) and (6))

Date of appointment/Resignation: (8) Appointment date or Resignation date to be reflected.

Name: \_\_\_\_\_ Office: \_\_\_\_\_

Designated Auditor (if applicable) \_\_\_\_\_

ID/Reg/Practice No: \_\_\_\_\_

Date of appointment/Resignation: \_\_\_\_\_

Name: \_\_\_\_\_ Office: \_\_\_\_\_

Designated Auditor (if applicable) \_\_\_\_\_

ID/Reg/Practice No: \_\_\_\_\_

Date of appointment/Resignation: \_\_\_\_\_

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

(9) Title ( Mr / Ms / Adv. / Prof) Full Name and Surname of person signing on behalf of company

**Authorised Signature:**

(10) Signature of person signing on behalf of the company

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- (1) Date must be provided on form.
- (2) Valid and active customer code. If no customer code, such must be registered via the CIPC website [www.cipc.co.za](http://www.cipc.co.za) / Register your business / Register as a customer.
- (3) Both the entity name and registration number must be provided. The entity name and number must match as per the CIPC records.
- (4) State the full names of the appointed Auditor, this may be a person (individual) or a Firm or Audit Committee Member. This also will be the name of the Company Secretary (Firm) or Secretary (person).
- (5) State the category of the appointment, such as Auditor if the company appoints an Auditor or Audit Committee Member, Company Secretary (Firm) or Secretary (person).
- (6) State the full names of the Designated Auditor, this is required when the appointment is a Firm. If the appointment is that of a Company Secretary (Firm) or Secretary then this field must not be completed.
- (7) State the ID number if :
  - a. An Audit Committee Member is appointed;
  - b. The Secretary is a person.
- (7) State the Reg number if :
  - a. A Company Secretary is appointed (Firm).
- (7) State the Practice number if:
  - b. The Auditor is a Firm;
  - c. The Designated Auditor is a person, (this should always be supplied when the Auditor is a Firm).
- (8) State what the change is, either appointment or resignation, include the date of the change.
- (9) Title and Full name and surname of person signing on behalf of the company.
- (10) Signature of person signing on behalf of the company.

NB: Supporting documents required:

(Certification of Copies see Notice 54 of 2016)

- a. Certified ID copy of the person signing on behalf of the company;
- b. Certified ID copy of the Audit Committee Members; and
- c. Auditor's letter or annexure for postal and physical addresses.