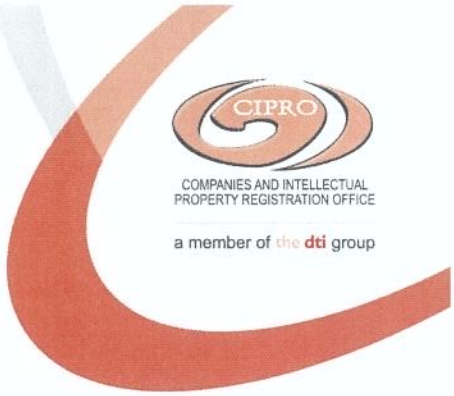
Business Physical Address
the dti Campus, Block F,
77 Meintjies Street, Sunnyside, Pretoria

Customer Contact Centre
0861 843 384

Website
www.cipro.gov.za



9 September 2010

NOTICE TO CUSTOMERS

Restoration procedure for final deregistered companies and close corporations

If your entity is one of the companies and close corporations that was finally deregistered on 16 July 2010 due to annual returns non compliance and you wish to restore your entity the following procedure must be followed:

- If your entity is a company a letter is required on a letterhead from either the company or its authorised representative indicating the following information:
    - The reason why the annual return was not lodged
    - Request for restoration
    - Customer code for deduction of restoration fee of R150.00
    - Undertaking that all outstanding annual returns will be lodged
    - Certified ID copies of all directors and the applicant
- If your entity is a close corporation, a CK3 with certified copies of ID documents of all members and the applicant are required. No further supporting documents are required.
- The originals may either be posted or hand delivered to the CIPRO offices or scanned copies may be e-mailed to annualreturns@cipro.gov.za.

Once restored the status will be changed from "final deregistered" to "in deregistration". The status will only be changed to "in business" once all the outstanding annual returns have been brought up to date after restoration.

It should be noted that the above restoration procedure is only applicable to companies and close corporations finally deregistered due to annual returns non compliance and the final deregistration date reflects as 16 July 2010. The cause of final deregistration and the status of restoration can be confirmed via the "enterprise enquiry" function on the CIPRO website.

If deregistration was due to any other cause and/or has an effective date other than 16 July 2010 the normal restoration procedure must be followed.

Yours sincerely

Mr Renier du Toit

Acting Chief Executive Officer