



Companies and Intellectual
Property Commission

a member of the dti group

IMPORTANT INFORMATION

DEAR VALUED CUSTOMER

You are hereby informed of our improved services in relation to electronic requests for changes in directorship ("electronic CoR39").

1. Password reset

Directors of companies are able to reset their password without any intervention from CIPC officials. This can however only take place when all the necessary requirements pertaining to acquisition of password have been complied with, and such a password had already been issued.

2. Trace Password

Customers are able to trace the status of their new passwords – including the e-mail address to which such new password was sent - without any intervention of CIPC officials.

In order to access these services, kindly visit our website at www.cipc.co.za. Log-in by using your customer log-in details. Under the **Companies Menu**, and the heading "**Directors Amendment**", go to the sub-headings "**Trace Password**" and "**Reset Password**".

Your cooperation will be highly appreciated in this regard.

Yours sincerely

Mrs Astrid Ludin
COMMISSIONER

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