

IMPORTANT NOTICE TO CUSTOMERS

Dear Customer

Please note that based on CIPC's new ways of doing business, and in particular, the lodgement of applications via e-mails, customers are required to make use of the following e-mail addresses related to the mentioned applications at all times with effect from 01 September 2014:

	Applications	E-mail addresses	Supporting Documents
Manually completed Forms	CK2, CK2A and Resignation letters of Accounting Officers	Manualck2@cipc.co.za	Notice of the meeting, resolution signed by all members Certified ID copies of all members and applicant.
Hybrid (online) applications	CK2 and CK2A	Hybridck2@cipc.co.za	Notice of the meeting, resolution signed by all members Certified ID copies of all members and applicant.
Manually completed Forms	COR44	Cor44@cipc.co.za	Certified ID copy of the applicant

NB: If the Hybrid document was queried by CIPC for whatever reason, Customers are required to complete changed information on the system, to obtain the new tracking number. Supporting documents should also be e-mailed together as one application and not separately.

Your co-operation in adhering with the above will result in the speedy processing of your application. Regrettably, failure to comply with the requirements will result in your application being rejected.

Sincerely


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Ms. Astrid Ludin
CIPC Commissioner

5/8/2014