



Companies and Intellectual  
Property Commission

a member of the dti group

## **NOTICE TO CUSTOMERS (Notice 4 of 2017)**

### **CIPC FILE TRANSITION PROJECT: IMPACT ON BUSINESS OPERATIONS**

Dear Customer,

Further to the previous communication to CIPC Clients, on the "Availability of CIPC Files" (Notice 1 of 2017), it has now been determined that various business units have huge backlogs.

Although all CIPC files have been relocated to the new warehouse, the capturing of files received "without barcodes" and/or those with "damaged barcodes", are still being processed.

The steep daily influx of files received from the new warehouse, exceed the daily output volumes, which CIPC are capable of handling.

We will soon embark on "initiatives" to address the backlogs as we endeavour to do everything possible to normalise the situation.

CIPC apologies for any inconvenience caused during the file transition project and request clients to be patient.

Adv. RW Voller  
Commissioner: CIPC  
Date: 20/11/17