



Companies and Intellectual  
Property Commission

a member of **the dtic** group

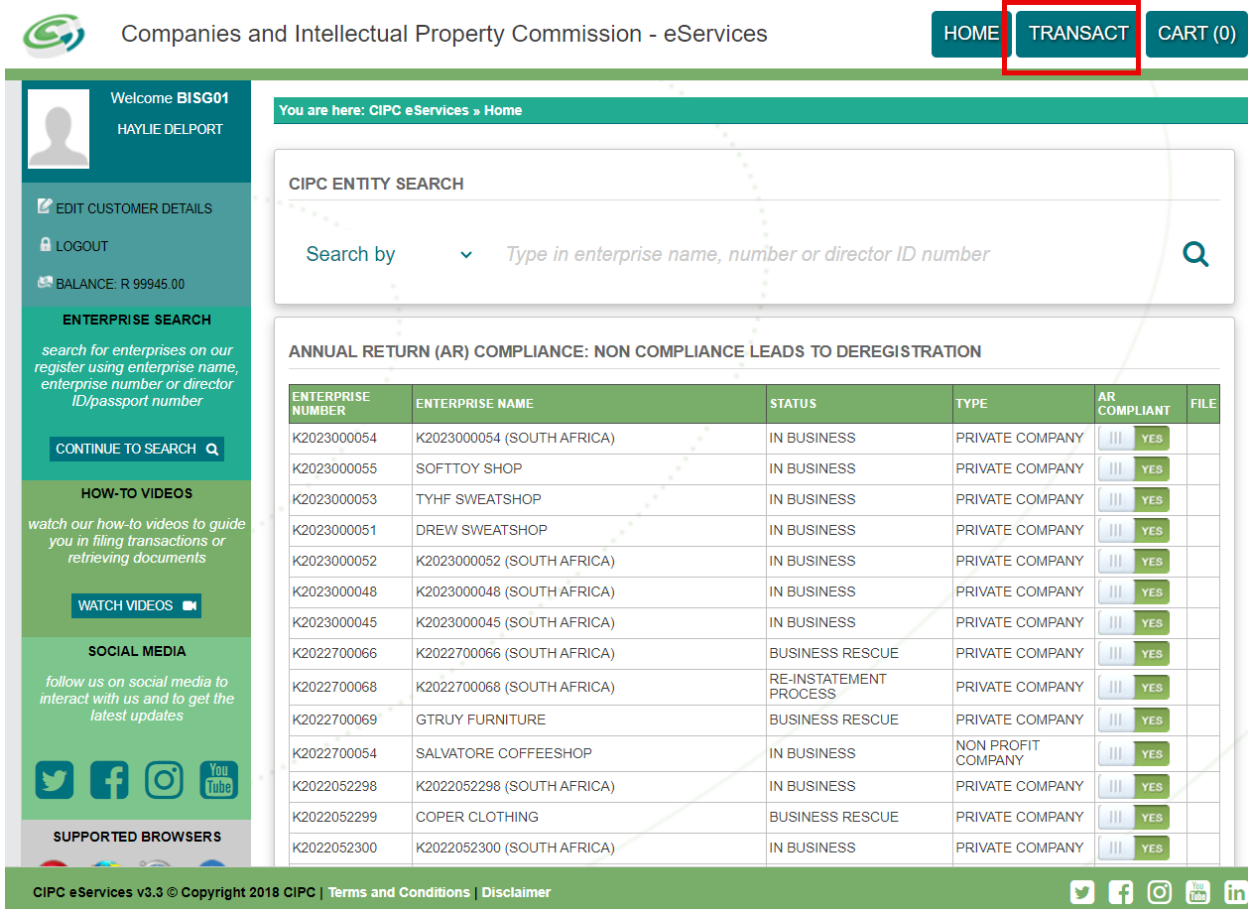
## **Director Amendment Step-by-Step Guidelines**

### **Director Resignation**

## Purpose

The purpose of this document is to demonstrate the steps to Resign a Director. Other Director Status changes will follow the same process, such as Deceased and Term Expired. The Resignation will require an OTP from the Director Resigning.

### 1. Login and select Transact



The screenshot shows the CIPC eServices website interface. At the top right, there are three buttons: 'HOME', 'TRANSACTION', and 'CART (0)'. The 'TRANSACTION' button is highlighted with a red rectangular box. Below the navigation bar, the user is logged in as 'BISG01 HAYLIE DELPORT'. The main content area features a 'CIPC ENTITY SEARCH' section with a search bar and a dropdown menu. Below this is a table titled 'ANNUAL RETURN (AR) COMPLIANCE: NON COMPLIANCE LEADS TO DEREGISTRATION'. The table lists various enterprises with their status and compliance information. The footer contains the CIPC eServices v3.3 copyright notice and social media icons.

Companies and Intellectual Property Commission - eServices

HOME TRANSACTION CART (0)

Welcome **BISG01**  
HAYLIE DELPORT

You are here: CIPC eServices » Home

**CIPC ENTITY SEARCH**

Search by  Type in enterprise name, number or director ID number

**ANNUAL RETURN (AR) COMPLIANCE: NON COMPLIANCE LEADS TO DEREGISTRATION**

ENTERPRISE NUMBER	ENTERPRISE NAME	STATUS	TYPE	AR COMPLIANT	FILE
K2023000054	K2023000054 (SOUTH AFRICA)	IN BUSINESS	PRIVATE COMPANY	III YES	
K2023000055	SOFTTOY SHOP	IN BUSINESS	PRIVATE COMPANY	III YES	
K2023000053	TYHF SWEATSHOP	IN BUSINESS	PRIVATE COMPANY	III YES	
K2023000051	DREW SWEATSHOP	IN BUSINESS	PRIVATE COMPANY	III YES	
K2023000052	K2023000052 (SOUTH AFRICA)	IN BUSINESS	PRIVATE COMPANY	III YES	
K2023000048	K2023000048 (SOUTH AFRICA)	IN BUSINESS	PRIVATE COMPANY	III YES	
K2023000045	K2023000045 (SOUTH AFRICA)	IN BUSINESS	PRIVATE COMPANY	III YES	
K2022700066	K2022700066 (SOUTH AFRICA)	BUSINESS RESCUE	PRIVATE COMPANY	III YES	
K2022700068	K2022700068 (SOUTH AFRICA)	RE-INSTATEMENT PROCESS	PRIVATE COMPANY	III YES	
K2022700069	GTRUY FURNITURE	BUSINESS RESCUE	PRIVATE COMPANY	III YES	
K2022700054	SALVATORE COFFEESHOP	IN BUSINESS	NON PROFIT COMPANY	III YES	
K2022052298	K2022052298 (SOUTH AFRICA)	IN BUSINESS	PRIVATE COMPANY	III YES	
K2022052299	COPER CLOTHING	BUSINESS RESCUE	PRIVATE COMPANY	III YES	
K2022052300	K2022052300 (SOUTH AFRICA)	IN BUSINESS	PRIVATE COMPANY	III YES	

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## 2. Select More Service

Companies and Intellectual Property Commission - eServices

HOME TRANSACT CART (0)

Welcome B1SG01  
HAYLIE DELPORT

You are here: CIPC eServices » Home » Transact

COMPANY REGISTRATION	AMEND COMPANY DIRECTOR DETAILS	AMEND CC MEMBER DETAILS	NAME RESERVATIONS	FILE ANNUAL RETURNS	AUDITORS & ACC. OFFICERS
CO & CC ADDRESS CHANGES	FINANCIAL YEAR END CHANGES	CERTIFICATES & DISCLOSURES	ENTERPRISE ENQUIRY	TRANSACTION STATUS	CUSTOMER TRANSACTIONS
NAME CHANGES	DOCUMENT UPLOAD	THIRD PARTIES	HOW-TO VIDEOS	BANKING DETAILS	EXTERNAL COMPANY REPRESENTATIVES
DISQUALIFIED DIRECTORS REGISTER	DOMAIN NAME REGISTRATION	AUTHORISED SHARE CHANGES	UPDATE DIRECTOR / MEMBER CONTACTS	B-BBEE CERTIFICATES	FINANCIAL STATEMENTS
COMPLIANCE CHECKLIST	BENEFICIAL OWNERSHIP	<b>MORE SERVICES</b>			

More services consist of Names with Association

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## 3. Agree to the Terms and Conditions and Select Director Amendments

Home Contact Us Hello HAYLIE Logout

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Query Resolution:  
<https://enquiries.cipc.co.za>

CIPC e-Services Follow Us: f t y

<b>Business Registration</b> <ul style="list-style-type: none"><li>+ Name Reservation with Association</li><li>+ Foreigner assurance</li></ul>	<b>Business Maintenance</b> <ul style="list-style-type: none"><li><b>+ Director amendments</b></li><li>+ Change Contact Details</li><li>+ Disqualified Director Register</li></ul>
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## 4. Click on Agree checkbox and Select and Continue

### Director Amendments for Companies

**Which company statuses?**  
Company statuses allowed are In Business OR Business Rescue OR Liquidation OR Annual Returns De-Registration

**Which company types?**  
Company types allowed are Private OR Public OR Non-Profit OR Personal Liability OR State Owned OR External

**Who can file?**  
Members with an Active Director OR Company Secretary OR Business Rescue Practitioner OR Liquidator OR Shareholder, all of whom are existing and valid customers

The individual to initiate an application for company director amendments, will be held responsible for the information provided. The Commission may request a company to provide a copy of any document, as set out in Regulation 5(3) of the Act.\*


Companies are expected to keep records of all documentation pertaining change of directors and produce the same when required by the authorities

Agree

**CONTINUE**


## 5. Select Continue




Home Contact Us Hello HAYLIE Logout



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**Query Resolution:**  
<https://enquiries.cipc.co.za>





≡ CIPC e-Services Business Registration Business Maintenance Follow Us:   

### Director Amendments

For Companies Home > Director Amendments > History Applications

#### History Applications

DATE	REFERENCE	TYPE	EXPIRY	STATUS	ENTERPRISE	VIEW
30/NOV/23	60000019992	OTP	04/DEC/23 09:03:20	COMPLETED	K2023000048	
22/NOV/23	60000019904	OTP	26/NOV/23 13:04:16	COMPLETED	K2023000013	

**CONTINUE**

#### GUIDANCE

Use this page to view information on history submitted applications and statuses

**View**  
View a history application or rework it after approval rejection, by selecting View

**Continue**  
A new application per enterprise, may only be submitted once a pending one is concluded. To initiate a new application select Continue

- Capture the Company Registration Number either in the Short or Long format and click on the Search Button. If your company appears on your list of companies, Click on the File button.

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Query Resolution:  
<https://enquiries.cipc.co.za>

CIPC e-Services    Business Registration    Business Maintenance    Follow Us:

Director Amendments  
For Companies

Home > Director Amendments > Company Information

Associated Company Information

NUMBER	NAME	TYPE	STATUS	COMPLIANT	FILE
K2011109613	TUNDRASPARK	PRIVATE COMPANY	IN BUSINESS		
K2011109617	LEO REX DISTRIBUTORS	PRIVATE COMPANY	IN BUSINESS		
K2011109619	TIDY ATOM NEAT SOLUTIONS	PRIVATE COMPANY	IN BUSINESS		
K2011109631	RAMISOURCE	PRIVATE COMPANY	IN BUSINESS		
K2011109633	RIVER POINT	PRIVATE COMPANY	IN BUSINESS		
K2011109634	SISAFIKA COMPUTING	PRIVATE COMPANY	IN BUSINESS		
K2011109639	HOMATHA TRANSPORT	PRIVATE COMPANY	IN BUSINESS		
K2011109645	JJJ AGRI CATTLE AUCTION	PRIVATE COMPANY	IN BUSINESS		

APPLICATION  
Reference: 6000020040

SEARCH FACILITY  
Search criteria: (long or short number)  
K2023000055  
SEARCH

- Select the File button on the Searched Company Information List

NUMBER	NAME	TYPE	STATUS	COMPLIANT	FILE
K2011109613	TUNDRASPARK	PRIVATE COMPANY	IN BUSINESS		
K2011109617	LEO REX DISTRIBUTORS	PRIVATE COMPANY	IN BUSINESS		
K2011109619	TIDY ATOM NEAT SOLUTIONS	PRIVATE COMPANY	IN BUSINESS		
K2011109631	RAMISOURCE	PRIVATE COMPANY	IN BUSINESS		
K2011109633	RIVER POINT	PRIVATE COMPANY	IN BUSINESS		
K2011109634	SISAFIKA COMPUTING	PRIVATE COMPANY	IN BUSINESS		
K2011109639	HOMATHA TRANSPORT	PRIVATE COMPANY	IN BUSINESS		
K2011109645	JJJ AGRI CATTLE AUCTION	PRIVATE COMPANY	IN BUSINESS		
K2011109647	NKA THOMA TRADING	PRIVATE COMPANY	IN BUSINESS		
K2011109658	GENBAND BLACKBRIDGE CONNECT	PRIVATE COMPANY	IN BUSINESS		

Reference: 6000020040

SEARCH FACILITY  
Search criteria: (long or short number)  
K2023000055  
SEARCH

GUIDANCE  
Proceed with filing by selecting a company from your associated list OR search for an alternative and select from the searched list.  
Use column File to make the desired selection to proceed

History Applications  
A new application may not be started if a previous one is still in progress

Search Facility  
File for any company? Make use of the Search facility

1 2 3 4 5 6

BACK

Searched Company Information

NUMBER	NAME	TYPE	STATUS	COMPLIANT	FILE
K2023000055	SOFT TOY SHOP	PRIVATE COMPANY	IN BUSINESS		

8. Select No on the Director Foreigner Quiz and Update the Enterprise Contact Details if necessary and Click on the Continue Button.

**Director Foreigner Quiz**

Will you be appointing a Non South African Directors or updating the passport number of an existing director?

Yes
  **No**

Note: If you have any Non South African Directors, please verify them first.

**Company Selection Confirmation**

Number:

Type:

Contact No:

Name:

Status:

Contact Email:

CANCEL
CONTINUE

**APPLICATION**

Reference: \_\_\_\_\_

---

**SEARCH FACILITY**

Search criteria: (long or short number)

SEARCH

---

**GUIDANCE**

Proceed with filing by selecting a company from your associated list OR search for an alternative and select from the searched list.

Use column File to make the desired selection to proceed

History Applications

A new application may not be started if a previous one is still in progress

9. Select the Director to be Resigned.

**Director Amendments**  
For Companies

[Home](#) > [Director Amendments](#) > [Change Directors](#)

**Company Directors**

RESIDENT	IDENTIFICATION	NAME	TYPE	STATUS	EDIT/VIEW
YES	AABBCC1234	PASSSURNAME PAANAME	DIRECTOR	ACTIVE	<input checked="" type="checkbox"/>
YES		PETRUS SCHULTZ	DIRECTOR	ACTIVE	<input type="checkbox"/>
YES		HAYLIE DELPORT	NON EXECUTIVE DIRECTOR	ACTIVE	<input type="checkbox"/>

BACK
CONTINUE

**Company Director Amendments**

RESIDENT	IDENTIFICATION	NAME	TYPE	AMENDMENT	REMOVE/VIEW
YES	AABBCC1234	PASSSURNAME PAANAME	DIRECTOR	NOCHANGE	<input type="checkbox"/>

**APPLICATION INFORMATION**

Reference: **60000020702**

No: **0**

Status: **Draft**

Submitted By: **HAYLIE**

Submitted On: **08/JAN/2024**

**COMPANY INFORMATION**

No: **K2023000055**

Name: **SOFTTOY SHOP**

Type: **PRIVATE COMPANY**

Status: **IN BUSINESS**

Registration Date: **13-NOV-23**

Email: **TESTING@TESTING.CO.ZA**

Contact No: **0112225555**

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**GUIDANCE**

## 10. Select Status Change

Company Directors

RESIDENT	IDENTIFICATION	NAME	TYPE	STATUS	EDIT/VIEW
YES	AABBCC1234	PASSSURNAME PAANAME	DIRECTOR	ACTIVE	<input checked="" type="checkbox"/>
YES		:PETRUS SCHULTZ	DIRECTOR	ACTIVE	
YES		HAYLIE DELPORT	NON EXECUTIVE DIRECTOR	ACTIVE	

Company Director Amendments

RESIDENT	IDENTIFICATION	NAME	TYPE	AMENDMENT	REMOVE/VIEW
YES	AABBCC1234	PASSSURNAME PAANAME	DIRECTOR	NOCHANGE	

**ACTION**  
Please select an option below to process the selected director information

No Change  Status Change

Notes on Contact Info Changes

- Updates allowed on Appointment Date & Occupation, if none exist
- Updates allowed on Email/Cellphone, if none exist and application logger is an active director

**APPLICATION INFORMATION**

Reference: 6000020702  
No: 0  
Status: Draft  
Submitted By: HAYLIE  
Submitted On: 08/JAN/2024

---

**COMPANY INFORMATION**

No: K2023000055  
Name: SOFTTOY SHOP  
Type: PRIVATE COMPANY  
Status: IN BUSINESS  
Registration Date: 13-NOV-23  
Email: TESTING@TESTING.CO.ZA  
Contact No: 0112225555

---

**GUIDANCE**

It is compulsory to review each active director to ensure up-to-date information.

History approval results will be visible if available, use

## 11. Change the Status and Capture required information.

Company Director Amendments - Remove or View

**STATUS INFORMATION**

Type:

Status:

Appointment Date: (DD/MON/YYYY)

Status Date: (DD/MON/YYYY)

Status Change Reason: (if applicable)

**CONTACT PERSONAL INFORMATION**

Citizenship:

Surname:

Date of Birth: (DD/MON/YYYY)

Occupation:

to allow for another review on the select

[Back](#)  
Revert to the previous section by select

[Continue](#)  
Proceed to the next section by selecting

12. Move Down on the Form and continue capturing the required information and Click Save.

Gender: MALE  
 Disability: NOT DISABLED  
 Demographic: WHITE  
 Title: MR

**CONTACT ADDRESS INFORMATION**

**PHYSICAL ADDRESS**

Address line 1: 1 MIE AVE \*

Address line 2: PRETORIA \*

In which town/city is this address? PRETORIA \*

In which province is this address? GAUTENG

What is the postal code? 0002 \*

**POSTAL ADDRESS**

Address line 1: 1 MIE AVE \*

Address line 2: PRETORIA \*

In which town/city is this address? PRETORIA \*

In which province is this address? GAUTENG

What is the postal code? 0002 \*

13. Ensure that all the Directors have been Reviewed and then Click on the Continue Button.

**Company Directors**

RESIDENT	IDENTIFICATION	NAME	TYPE	STATUS	EDIT / VIEW
YES	AABBCC1234	PASSSURNAME PAANAME	DIRECTOR	ACTIVE	<input checked="" type="checkbox"/>
YES		PETRUS SCHULTZ	DIRECTOR	ACTIVE	<input checked="" type="checkbox"/>
YES		HAYLIE DELPORT	NON EXECUTIVE DIRECTOR	ACTIVE	<input checked="" type="checkbox"/>

**Company Director Amendments**

RESIDENT	IDENTIFICATION	NAME	TYPE	AMENDMENT	REMOVE / VIEW
YES	AABBCC1234	PASSSURNAME PAANAME	DIRECTOR	NOCHANGE	<input type="button" value=""/>
YES		PETRUS SCHULTZ	DIRECTOR	RESIGN	<input type="button" value=""/>
YES		HAYLIE DELPORT	NON EXECUTIVE DIRECTOR	NOCHANGE	<input type="button" value=""/>

**APPLICATION INFORMATION**

Reference: 60000020702  
 No: 0  
 Status: Draft  
 Submitted By: HAYLIE  
 Submitted On: 08/JAN/2024

**COMPANY INFORMATION**

No: K2023000055  
 Name: SOFTTOY SHOP  
 Type: PRIVATE COMPANY  
 Status: IN BUSINESS  
 Registration Date: 13-NOV-23  
 Email: TESTING@TESTING.CO.ZA  
 Contact No: 0112225555

**GUIDANCE**

It is compulsory to review each active director to ensure up-to-date information.



14. Click on the Continue Button.

### Company Directors

RESIDENT	IDENTIFICATION	NAME	TYPE	STATUS
YES	AABBCC1234	PASSSURNAME PAANAME	DIRECTOR	ACTIVE
YES		PETRUS SCHULTZ	DIRECTOR	ACTIVE
YES		HAYLIE DELPORT	NON EXECUTIVE DIRECTOR	ACTIVE

[NEW DIRECTOR](#) [BACK](#) [CONTINUE](#)

### Director Appointments

RESIDENT	IDENTIFICATION	NAME	TYPE	STATUS	REMOVE/VIEW
No proposed new directors available					

### APPLICATION INFORMATION

Reference: 60000020702  
No: 0  
Status: Draft  
Submitted By: HAYLIE  
Submitted On: 08/JAN/2024

### COMPANY INFORMATION

No: K2023000055  
Name: SOFTTOY SHOP  
Type: PRIVATE COMPANY  
Status: IN BUSINESS  
Registration Date: 13-NOV-23  
Email: TESTING@TESTING.CO.ZA  
Contact No: 0112225555

### GUIDANCE

15. Attach Documents if required then Click Continue. Documents are Optional when updating Director details, Appointing, Or Resigning a Director. On Status Remove, Deceased, and Term Expired – Documents are Mandatory.

### Supporting Documentation

Supporting documentation is not compulsory. Upload any additional documentation here over-and-above the prescribed/required documentation, where applicable

When submitting an application as:

- Shareholder, please provide documentation for \*Certificate Share Register or \*Certified Shares Certificate
- Business Rescue Practitioner, please provide documentation for \*proof of appointment as Practitioner
- Liquidator, please provide documentation for \*proof of appointment as Liquidator

Status change to:

- Term Expired, please provide documentation for \*Notice of Meeting, Resolution, Presentations
- Remove, please provide documentation for \*Notice of Meeting, Resolution, Minutes of Meeting
- Decease, please provide documentation for \*Certified Death Certificate, Resolution

REFERENCE	FILE	TYPE	REMOVE
No documents available			

[NEW DOCUMENT](#) [BACK](#) [CONTINUE](#)

### APPLICATION

Reference: 60000020702  
No: 0  
Status: Draft  
Submitted By: HAYLIE  
Submitted On: 08/JAN/2024

### COMPANY SELECTION

No: K2023000055  
Name: SOFTTOY SHOP  
Type: PRIVATE COMPANY  
Status: IN BUSINESS  
Registration Date: 13-NOV-23  
Email: TESTING@TESTING.CO.ZA  
Contact No: 0112225555

### GUIDANCE

## 16. Click on the Confirm Button. ONLY CLICK ONCE.

### Company Directors

RESIDENT	IDENTIFICATION	NAME	TYPE	STATUS
YES	AABBCC1234	PASSSURNAME PAANAME	DIRECTOR	ACTIVE
YES		PETRUS SCHULTZ	DIRECTOR	ACTIVE
YES		HAYLIE DELPORT	NON EXECUTIVE DIRECTOR	ACTIVE

BACK CANCEL CONFIRM

### Company Director Amendments

RESIDENT	IDENTIFICATION	NAME	TYPE	AMENDMENT
YES	AABBCC1234	PASSSURNAME PAANAME	DIRECTOR	NOCHANGE
YES		PETRUS SCHULTZ	DIRECTOR	RESIGN
YES		HAYLIE DELPORT	NON EXECUTIVE DIRECTOR	NOCHANGE

### Company Director Appointments

RESIDENT	IDENTIFICATION	NAME	TYPE	AMENDMENT
No proposed new directors available				

### APPLICATION

Reference: 60000020702  
No: 0  
Status: **Draft**  
Submitted By: HAYLIE  
Submitted On: 08/JAN/2024

### COMPANY SELECTION

No: K2023000055  
Name: SOFTTOY SHOP  
Type: PRIVATE COMPANY  
Status: IN BUSINESS  
Registration Date: 13-NOV-23  
Email: TESTING@TESTING.CO.ZA  
Contact No: 0112225555

### GUIDANCE

Confirm all application detail for approval purposes

Back  
Revert to the previous section by selecting Back

## 17. Finalise the Application by Clicking on OK.

### Application Summary

Active Directors: 3	Appointments: 0
No Changes: 2	Contact Info Changes: 0
Deceased: 0	Resigned: 1
Removed: 0	Term-Expired: 0

### Application Status

Congratulations! Your application has been submitted successfully for reference, 60000020702

### Application Next Steps

**Director OTP Consent Approval** to take place if the application did not contain any director removals or deceased

- OTPs are valid for a 96-hour period
- OTPs to be sent for confirmation on resignations and appointments, 100% consent required
- The application will become invalid when the validity period expires and consent not received

**Back-Office Approval** to take place if the application did contain any director removals or deceased

- CIPC official to provide approval
- Application was submitted by a non-associated active director or secretary - Application contained one or more case for director removal or deceased - Application to be reworked and resubmitted for approval when rejected

OK

### APPLICATION

Reference: 60000020702  
No: 876  
Status: **SUBMITTED, IN PROGRESS**  
Submitted By: HAYLIE DELPORT  
Submitted On: 08/JAN/2024

### COMPANY SELECTION

No: K2023000055  
Name: SOFTTOY SHOP  
Type: PRIVATE COMPANY  
Status: IN BUSINESS  
Registration Date: 13-NOV-23  
Email: TESTING@TESTING.CO.ZA  
Contact No: 0112225555

### GUIDANCE

**Notifications**  
Please check for email correspondence that confirm receipt of application and information on approval

OK  
View application summary with next steps and return

18. The Application will be in Submitted Status with Type OTP. The filer and directors being appointed or resigned must navigate to their email application to find the Proposed Changes email from the CIPC.

### History Applications

DATE	REFERENCE	TYPE	EXPIRY	STATUS	ENTERPRISE	VIEW
08/JAN/24	60000020702	OTP	12/JAN/24 21:35:20	SUBMITTED, IN PROGRESS	K2023000055	
08/JAN/24	60000020701	OTP	12/JAN/24 20:34:53	COMPLETED	K2023000055	
08/JAN/24	60000020699	OTP	12/JAN/24 20:10:13	COMPLETED	K2023000055	
08/JAN/24	60000020698	OTP	12/JAN/24 19:51:07	COMPLETED	K2023000055	
08/JAN/24	60000020696	OTP	12/JAN/24 19:04:37	COMPLETED	K2023000055	
03/JAN/24	60000020681	OTP	07/JAN/24 17:18:02	COMPLETED	K2023000053	
03/JAN/24	60000020680	OTP	07/JAN/24 16:17:20	COMPLETED	K2023000054	
03/JAN/24	60000020679	BACKOFFICE	07/JAN/24 03:39:07	SUBMITTED, IN PROGRESS	K2022700022	
02/DEC/23	60000020107	BACKOFFICE	06/DEC/23 23:12:23	REJECTED, OTP CONSENT EXPIRED	K2023000055	
02/DEC/23	60000020097	OTP	06/DEC/23 20:23:40	COMPLETED	K2023000055	

GUIDA

Use thi applica

View

View a l rejecti

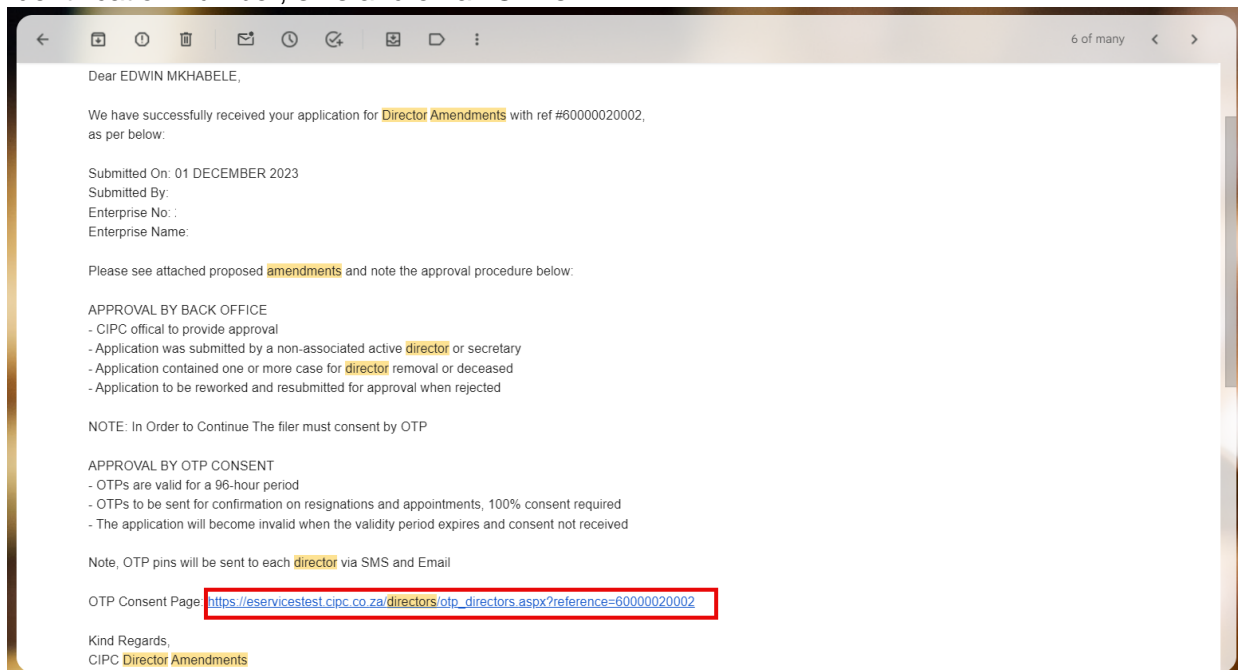
Contin

A new z submit a new z

1
2

CONTINUE

19. The Filer, the Directors being Appointed and Resigned must review the proposed changes attached document and then Click on the Link on the email to capture their Identification number, sms and email OTPs.



## 20. Select Red Consent Button.

### Director Amendments For Companies

OTP Approval - Consent

DATE	AMENDMENT	DIRECTOR	EXPIRE	CONSENT
08/JAN/2024	RESIGN	PETRUS SCHULTZ	12/JAN/2024 21:35:20	<input type="checkbox"/>
08/JAN/2024	FILER	HAYLIE DELPORT	12/JAN/2024 21:35:20	<input type="checkbox"/>

RESEND OTPS

APPROVAL RESULTS

Confirmation OTPs  
Required: 2  
Received: 0

APPLICATION INFORMATION

Reference: 6000020702  
Submitted By: HAYLIE DELPORT  
Submitted On: 08/JAN/2024  
Status: SUBMITTED, IN PROGRESS

COMPANY INFORMATION

No: K2023000055  
Name: SOFTTOY SHOP

## 21. Move down on the form and capture Identification, SMS OTP, and Email OTP, Select the Agree Checkbox. Lastly Click on Submit.

RESEND OTPS

Verification Information

DIRECTOR INFORMATION

Number: 3061 Director: RESIGN

VERIFY INFORMATION

IDENTIFICATION:  SMS OTP: S3544502

Email OTP: E9602993

CONSENT DIRECTOR AMENDMENTS

You are accountable for any unauthorised, falsified or misleading information with the purpose to defraud. The rights of the Commission are firmly reserved.

I Agree

CANCEL SUBMIT

APPLICATION INFORMATION

Reference: 6000020702  
Submitted By: HAYLIE DELPORT  
Submitted On: 08/JAN/2024  
Status: SUBMITTED, IN PROGRESS

COMPANY INFORMATION

No: K2023000055  
Name: SOFTTOY SHOP  
Type: PRIVATE COMPANY  
Status: IN BUSINESS  
Registration Date: 13/NOV/2023  
Email: TESTING@TESTING.CO.ZA  
Contact No: 0112225555

GUIDANCE

- OTPs are valid for a 96-hours period
- OTPs to be sent for confirmation on resignation appointments, 100% consent required
- The application will become invalid when the val period expires and consent not received

Consent

22. All impacted directors and the filer will complete the process above and the Last Submitter will see the Finish Button after submitting. Select the Finish button to Finalise the Application. Any person that has submitted their OTPs can complete this step even when they have already captured and submitted their OTPs.

OTP Approval - Consent

DATE	AMENDMENT	DIRECTOR	EXPIRE	CONSENT
08/JAN/2024	RESIGN	PETRUS SCHULTZ	12/JAN/2024 21:35:20	✔
08/JAN/2024	FILER	HAYLIE DELPORT	12/JAN/2024 21:35:20	✔

**INFORMATION**

Click finish to complete the director amendment application and send correspondence. Please check your email for correspondence.

FINISH

**APPROVAL RESULTS**

Confirmation OTPs  
Required: 2  
Received: 2

---

**APPLICATION INFORMATION**

Reference: 60000020702  
Submitted By: HAYLIE DELPORT  
Submitted On: 08/JAN/2024  
Status: SUBMITTED, IN PROGRESS

---

**COMPANY INFORMATION**

No: K2023000055  
Name: SOFTTOY SHOP  
Type: PRIVATE COMPANY  
Status: IN BUSINESS

23. All Active Directors will receive an email with the COR39 attached.

QA@cipc.co.za

to

☰
☆
↶
⋮

Dear

We have successfully processed your application for Director Amendments with ref #60000019813, as per below:

Submitted On:  
Submitted By:  
Enterprise No:  
Enterprise Name:

Congratulations, your application has been approved!

Please see attached for certificate documentation.

Kind Regards,  
CIPC Director Amendments

Please do not reply to this email address for any queries. Contact the CIPC Call Centre at 086 100 2472.

**Disclaimer**

This message and its attachments is intended for the exclusive use of the named recipients hereof and may contain information that is privileged or confidential or otherwise restricted from disclosure wider than the named recipients. If you are not the named recipient, you are not authorized to read, use, transmit, print, retain, copy or disseminate this message or any part thereof, or the attachments thereto. If you have received this message in error, please notify the sender immediately via e-mail and discard (de-identify) any paper copies and delete all electronic files of the message.

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