

## NOTICE

### COMPANIES AND INTELLECTUAL PROPERTY COMMISSION (CIPC)

Taking into consideration that CIPC official office days are Mondays to Fridays and does not include week-ends or public holidays, notice is hereby given in terms of and for purposes of the Acts mentioned in the Schedule below, that CIPC will be closed to the public on **Friday 6 December 2024**.

The CIPC Offices at –

- a) the Department of Trade, Industry and Competition (the dtic) (77 Meintjies Street, Block F – Entfufukweni) in Sunnyside, Pretoria;
  - b) 1<sup>st</sup> floor, Office 103, Sancardia Building, 541 Madiba Street, Arcadia, Pretoria; and
  - c) Talis House, No 17 Simmonds street, Cnr Main and Simmonds street, Marshalltown, Johannesburg;
- will re-open at 08h00 on Monday 9 December 2024.

This notice is not applicable to the following CIPC Offices that will be open on Friday 6 December 2024:

- a) Norton Rose House No 8, Shop Number 3, Riebeek Street, Thibault Square, Cape Town;
- b) (CIPC officials) at Trade and Investment KwaZulu Natal (TIKZN) situated at 1 Arundel Close, Kingsmead Office Park, Kingsmead Boulevard, Stalwart Simelane Street in Durban.

The lodgment of documents and services of legal documents will be accepted on Thursday 5 December 2024 until 15h30.

The day 6 December 2024 will be regarded as *dies non* for purposes of the stated Acts.

CIPC offers different lodgment / filing methods for certain services to its customers. During this period, services processed by automated means will continue to be processed while those services which require back-office intervention / finalisation e.g. services which require scanned documents to be e-mailed to dedicated e-mail addresses or uploaded via electronic platforms e.g. New E-Services, will only resume from Monday 9 December 2024.

Please also take note that with regards to name reservations, all reserved names that would have lapsed on Friday 6 December 2024, will now have their reservation dates moved forward to Monday 9 December 2024 and will, therefore, only elapse on that date.

### SCHEDULE

Trade Marks Act, 1993  
Patents Act, 1978  
Design Act, 1993  
Copyright Act, 1978  
Companies Act, 2008  
Close Corporations Act, 1984  
Co-operatives Act, 2005  
Registration of Copyright in Cinematograph Film Act, 1977

Kind regards.

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**Rory Voller**  
**Commissioner: CIPC**