



Companies and Intellectual
Property Commission
a member of the **dtic** group

CUSTOMER NOTICE ¹³ OF 2025 COMPANY AND CLOSE CORPORATION RE-INSTATEMENTS

The Companies and Intellectual Property Commission (CIPC) is pleased to inform you of an important update regarding the re-instatement of companies and close corporations. Effective immediately, the requirement for supporting evidence of economic activity is no longer necessary as per Practice Note 1 of 2022. However, please note that it remains essential for the company or close corporation to have been in business or had economic value at the time of final deregistration. This evidence must be retained by the company or close corporation, and CIPC reserves the right to request it at any time in accordance with Companies Regulation 168. Failure to provide such evidence may result in the withdrawal of the re-instatement application and subsequent annual return filings.

It should be noted that the following is still required to be submitted as a single e-mail with all attachments in PDF to reinstatements@cipc.co.za:-

- An originally completed form CoR40.5 or a letter of similar content (refer to https://www.cipc.co.za/?page_id=3786 for the form)– **customer code to be indicated on the CoR40.5 or the letter.**
 - If you do not have a customer code, you can register one free of charge, by following the link - [BizPortal - Brought to you by the CIPC](#)
 - If you registered your code, deposit the required funds in your account, using ONLY your customer code as reference - [BANKING DETAILS | CIPC](#)
- Sufficient funds in customer code to process the application. A re-instatement application carries a R200.00 statutory fee. Kindly deposit the funds, and once the deposit is reflected in your customer code, kindly e-mail the entire application. Kindly do not e-mail the application if the deposit or sufficient funds does not reflect!
- Certified ID copy of all active directors/members (alternatively if the director/member is deceased, Executor Letter and certified ID copy of the Executor) – certification must not be older than 3 months and Commissioner of Oaths must be clearly identifiable and traceable.
- Certified ID copy of applicant (owner of the customer code) – certification must not be older than 3 months and Commissioner of Oaths must be clearly identifiable and traceable.
- Mandate from the applicant on whose behalf the application is being submitted.

CIPC has allocated more resources to the re-instatement process, but due to the high incoming volumes of applications and enquiries delays must be expected in both the processing of applications and enquiries. CIPC is also in the process of automating the re-instatement process, but more information will be made available closer to the release.

Companies and close corporations are advised to prioritize compliance with Annual Returns, as well as Beneficial Ownership to avoid final deregistration and possible re-instatement.

For further assistance, kindly refer to www.cipc.co.za / enquiries for guidance on how to refer your enquiry.

Regards,

A handwritten signature in black ink, appearing to read 'Rory W Voller', written over a horizontal line.

Adv. Rory W Voller

Commissioner: CIPC