



Companies and Intellectual
Property Commission

a member of **the dtic** group

STEP-BY-STEP GUIDE CO-OPERATIVES DIRECTOR RESIGNATION



REQUIREMENTS

To submit director amendments, the filer must have a customer code and password. Director resignations are processed automatically, and no supporting documents are required.

The filer and the directors being resigning will receive an email from CIPC with the proposed changes. They must review the attached document and click on the link provided in the email. This will allow them to capture their identification number and complete verification using SMS and email OTPs.

The affected director(s) will receive an OTP, which must be submitted to confirm the resignation. The OTP is valid for 96 hours.

All directors will receive notification of the proposed changes; however, no action is required from those not directly affected. Once the OTP has been submitted by the relevant director(s), the application is automatically approved, and a certificate is generated and sent to all directors, including the filer.

Please note that applications may be referred to the back office for review if the “remove” option is selected instead of “resign.”


1. Log on to www.cipc.co.za In the righthand corner click on Login.



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https://www.cipc.co.za




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HOME ABOUT ▾ ENTERPRISE REGISTRATION ENTERPRISE MAINTENANCE INTELLECTUAL PROPERTY RESOURCES ▾ CONTACT ▾


COMPANY AND CLOSE CORPORATION RE-INSTATEMENT APPLICATIONS NOW ONLINE.



[View FAQs](#)

**ENTERPRISE REGISTRATION**
Register companies and co-operatives

**ENTERPRISE MAINTENANCE**
Update company, close corporation and co-operative records

**INTELLECTUAL PROPERTY**
Apply, protect or trade your intellectual property

IMPORTANT NOTICES

Co-operative that has been directed to change name

Downtime Scheduled System Maintenance


Customer Enquiry Management System (GEMS)

Non-complying entities with issued compliance


[VIEW ALL NOTICES](#)

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**Reset password – company investigations – all forms & fees ...**

[QUICK ACCESS »](#)

**Company search, IP search, corporate and close corporate search ...**

[SEARCH OUR REGISTRY »](#)

**XBRL**
THE BUSINESS REPORTING STANDARD

New way of submitting annual financial statements using iXBRL

[XBRL PROGRAMME »](#)

USEFUL RESOURCES

- B-BBEE Certification
- Banking Details
- Domain Name Registration
- Forms and Fees
- Business Hub
- CIPC Scan to e-mail requirements

NEED HELP?

- Step-by-Step Guides
- Self-Service Centers
- Log a Query
- Learn-i-biz
- Email addresses for submitting applications

LEGAL

- Access to Information
- Terms and Conditions
- Privacy Policy
- Legislation
- Case Management System

OTHER

- Frequently Asked Questions
- Submit Audited or Independently Reviewed Financial Statements
- Submit Financial Accountability Supplements

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2. On the next page click on E-services.

The screenshot shows the homepage of the Companies and Intellectual Property Commission. At the top right, there is a 'LOGIN | REGISTER' link and a search bar. A teal navigation bar contains links for HOME, ABOUT, ENTERPRISE REGISTRATION, ENTERPRISE MAINTENANCE, INTELLECTUAL PROPERTY, RESOURCES, and CONTACT. The main content area features a 'PORTALS LOGINS' section with a grid of service tiles. Each tile includes a key icon, a title, a 'view services' link, and a 'CONTINUE...' button. A red arrow points to the 'CONTINUE...' button for the 'E-SERVICES' tile. To the right of the grid is a 'Related links' section with a list of links: Register as a customer, Banking details, Password Reset, Register company online, Log a query, and Register trade mark, design or patent online. At the bottom, there are four columns of 'USEFUL RESOURCES', 'NEED HELP?', 'LEGAL', and 'OTHER' links. A 'Talk to us' chat button is visible in the bottom right corner.



3. Click on Customer Login.

Welcome **GUEST**
PLEASE LOG IN TO START TRANSACTING

You are here: CIPC eServices » Home » Transact

CIPC eServices System

Welcome to the CIPC eServices system. To transact on this system you must have a valid CIPC customer code. Please note that currently you can only register private and non-profit companies with standard memorandum of incorporation, all other company types must be filed manually. Forms are available on <http://www.cipc.co.za/>

Customer Registration & Login

1. Click on "CUSTOMER REGISTRATION"
2. Indicate whether you are South African or not
3. Type in ID or passport number
4. Fill in all required fields on the registration form
5. Set new password
6. Login using customer code and password
7. Security code and password are case sensitive

Password Reset

- Click on "PASSWORD RESET"
- Type in customer code
- OTP is sent to cellphone number
- Once OTP confirmed, set new password

OR

- Follow instructions on [this page](#)

Services Offered

- COMPANY REGISTRATION**
private and non-profit company registration
- NAME RESERVATIONS**
reserve a name for company registration
- NAME CHANGES**
change company name
- NAME SEARCH**
search registered and reserved names
- TRANSACTION STATUS**
track transaction status
- CERTIFICATES**
- disclosures
- E-BBEE certificates
- MOI (incorporation) documents
- approved names
- DIRECTOR AMENDMENTS**
amend company directors
- MEMBER AMENDMENTS**
amend close corporation members
- FINANCIAL YEAR END CHANGES**
change financial year for for companies and close corporations
- ENTERPRISE ENQUIRY**
enterprise details
- BALANCE ENQUIRY**
customer code statement
- DOMAIN REGISTRATION**
register a domain name for your company
- ANNUAL RETURNS**
file company and close corporation annual returns
- AUDITOR CHANGES**
appoint / resign auditors
- ADDRESS CHANGES**
change company and close corporation addresses
- NAME EXTENSION**
extend reserved name expiry date
- NAME TRANSFER**
transfer reserved name to another customer code
- UPDATE CONTACT DETAILS**
update director or member contact details for companies and close corporations
COMING SOON!

LOGIN

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4. On the next page add your Customer Code, Password and Security Code. Click in the circle to accept the terms and conditions and click on Login.

NB: The security code is case-sensitive. Please enter all letters exactly as shown, using uppercase where applicable, and do not include any spaces between the characters.

Welcome **GUEST**
PLEASE LOG IN TO START TRANSACTING

You are here: CIPC eServices » Login

Login to CIPC eServices

Customer Code

Customer Password (case sensitive)

Enter security code displayed above. (case sensitive)

Tick to accept the CIPC Terms & Conditions

LOGIN **FORGOT PASSWORD**

Before you login make sure you have a **valid email address**, you will not be able to transact if you don't have one. You can register for a free email address at Gmail.

RESET PASSWORD

- To reset your password, visit the website <https://www.bizportal.gov.za>
- Click on Login on top of the page, and then on Reset Password.
- Type your ID number and click on Continue.
- An OTP will be sent to your email and cell number. Provide the OTP and reset your password.

Kindly note that the same password is used to log into E-services, New E-services and BizPortal.

If you experience challenges with login in to the CIPC system or your cell phone number is incorrect, follow the following manual process:

1. Please click here or use the link <https://enquiries.cipc.co.za>
2. Click on Password reset.
3. Complete the required fields, and attach certified ID copy (not older than three months).

Foreign nationals must follow the manual password reset process above, but provide a certified passport copy instead of ID copy.

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5. Click on Transact in the right-hand corner

Companies and Intellectual Property Commission - eServices

HOME TRANSACT CART

Welcome L: [REDACTED]
LUCILLE [REDACTED]

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	AR FILE	BO COMPLIANT
[REDACTED]						

CURRENT PROCESSING DATES

TRANSACTION TYPE	CURRENT PROCESSING DATE	LAST UPDATED
NEW COMPANY REGISTRATION [eSERVICES]	01/01/1967	01/08/2024
NEW COMPANY REGISTRATION [MANUAL]	01/01/1967	01/08/2024
CLOSE CORPORATION TO COMPANY CONVERSION [MANUAL]	01/01/1967	01/08/2024
DIRECTOR AMENDMENTS [eSERVICES]	01/01/1967	16/08/2024
DIRECTOR AMENDMENTS [MANUAL]	01/01/1967	01/08/2024
MEMBER AMENDMENTS [eSERVICES]	01/01/1967	16/08/2024
MEMBER AMENDMENTS [MANUAL]	01/01/1967	16/08/2024
NAME CHANGES [MANUAL]	01/01/1967	01/08/2024

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6. Click on More Services.

Welcome L: [REDACTED]
LUCILLE [REDACTED]

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 | MORE SERVICES

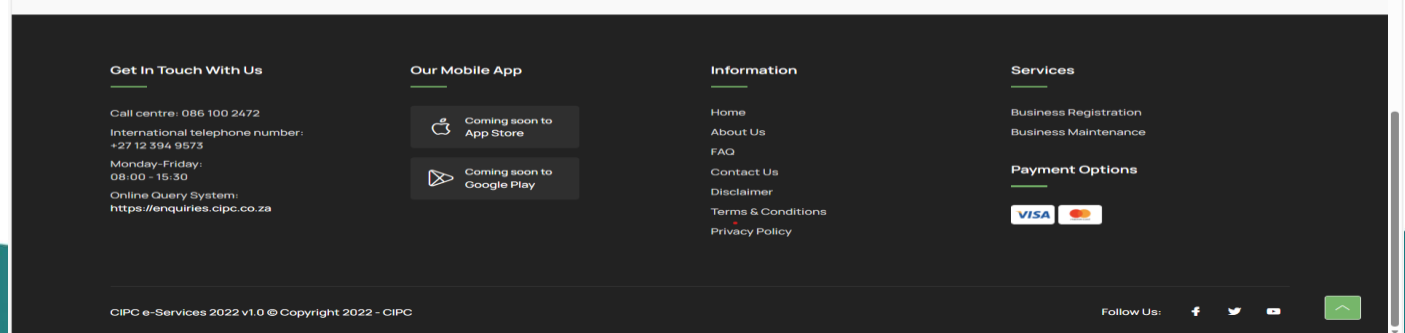
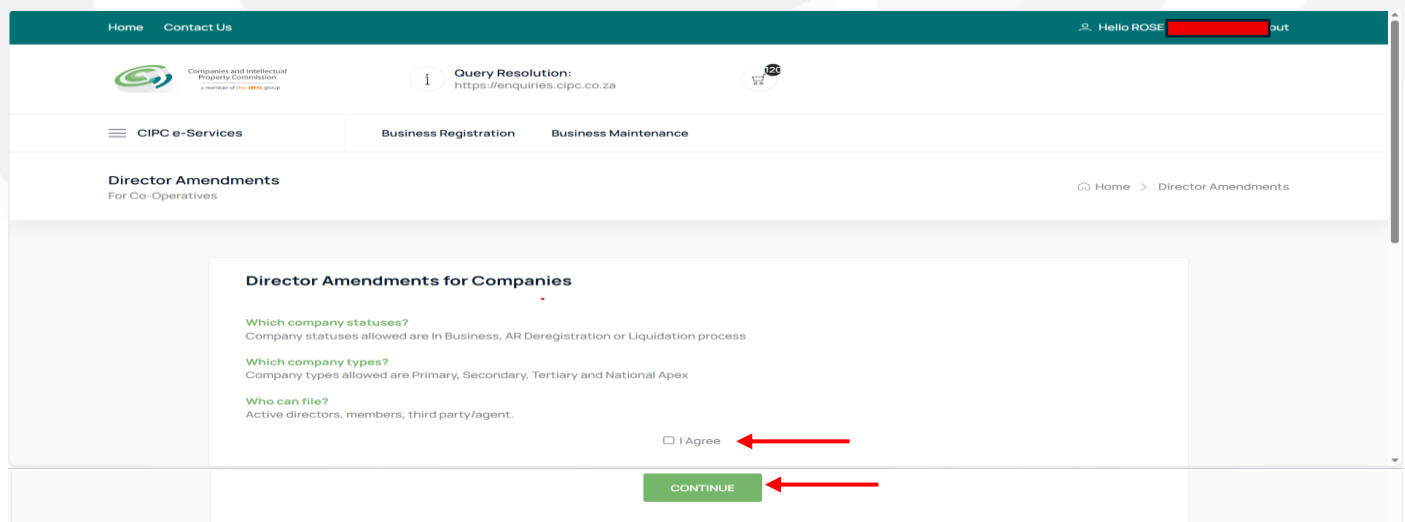
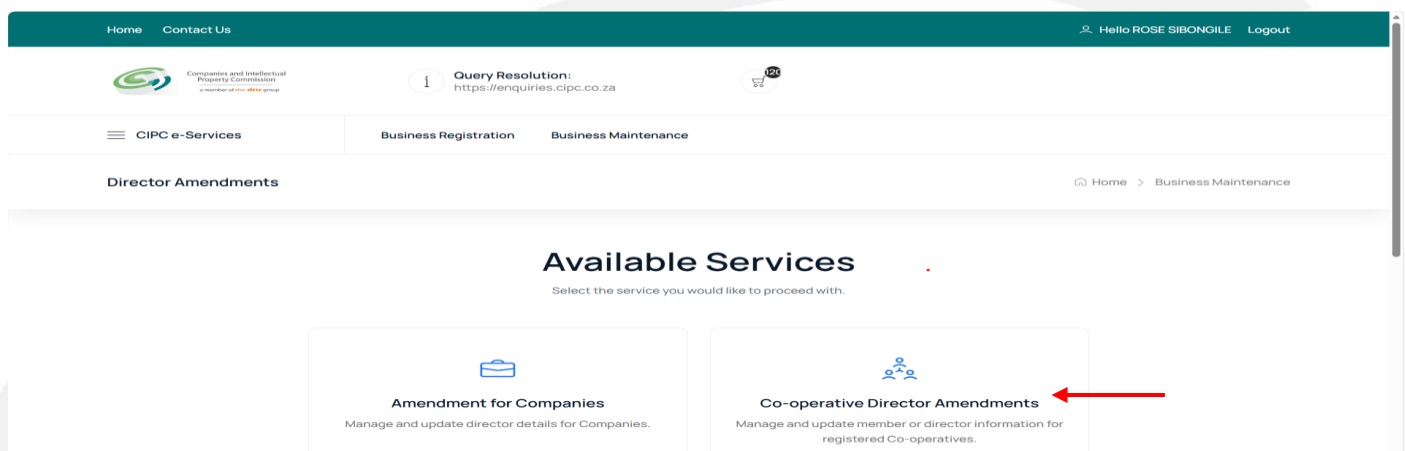
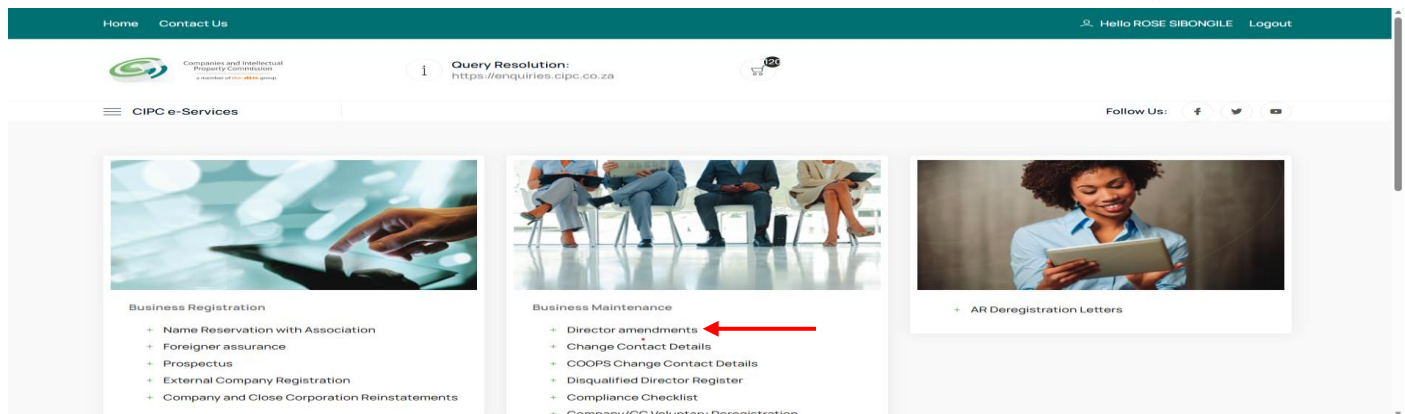
More services consist of Name with Association and Director Amendment

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7. Click on Director Amendments, then select Co-operatives Director Amendments. Thereafter, accept the Terms and Conditions and click Continue.

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8. The historical applications will reflect. Click on New Application.

Home Contact Us 1 Logout

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

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

Director Amendments Home > Director Amendments > History Applications

For Co-Operatives

Historical Applications

REFERENCE	DATE CREATED	EXPIRY DATE	REGISTRATION NUMBER	TYPE	STATUS	VIEW
60000074529	29/MAR/2026	02/APR/2026	20124	PRIMARY	COMPLETED	
60000074528	29/MAR/2026	02/APR/2026	20124	PRIMARY	BACK OFFICE	
60000074527	29/MAR/2026	02/APR/2026	20124	PRIMARY	DRAFT	
60000074526	29/MAR/2026	02/APR/2026	20124	PRIMARY	DRAFT	
60000074525	29/MAR/2026	02/APR/2026	20124	PRIMARY	DRAFT	
60000074524	29/MAR/2026	02/APR/2026	20124	PRIMARY	COMPLETED	
60000074523	29/MAR/2026	02/APR/2026	20124	PRIMARY	COMPLETED	
60000074522	29/MAR/2026	02/APR/2026	20124	PRIMARY	COMPLETED	
60000074521	29/MAR/2026	02/APR/2026	20124	PRIMARY	COMPLETED	
60000074520	28/MAR/2026	01/APR/2026	20125	SECONDARY	DRAFT	

1 2 3

GUIDANCE

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

View
View a historical application or rework it after approval or rejection, by selecting View.

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

NEW APPLICATION ←

Get In Touch With Us

Call centre: 086 100 2472
International telephone number:
+27 12 394 9573
Monday-Friday:
08:00 - 15:30
Online Query System:
<https://enquiries.cipc.co.za>

Our Mobile App

Coming soon to App Store

Coming soon to Google Play

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10. The entity will reflect at the bottom of the page.
Click on the blue finger under file.



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Home Contact Us Help [REDACTED]

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

0

CIPC e-Services Business Registration Business Maintenance Follow Us:

For Co-Operatives **Director Amendments** Home > Director Amendments > Enterprise Search

Associated Co-Operatives Information

NUMBER	NAME	TYPE	STATUS	FILE
C20[REDACTED]6	AG[REDACTED]STMENT	PRIMARY	IN BUSINESS	
C20[REDACTED]1	AS[REDACTED]COOP	PRIMARY	IN BUSINESS	
C20[REDACTED]9	DI[REDACTED]D TRADING	PRIMARY	IN BUSINESS	
C20[REDACTED]3	FI[REDACTED]S	PRIMARY	IN BUSINESS	
C20[REDACTED]1	IN[REDACTED]TEAM	PRIMARY	IN BUSINESS	
C20[REDACTED]1	IN[REDACTED]ERS PRIMARY CO-OPERATIVE LIMITED	PRIMARY	IN BUSINESS	
C20[REDACTED]6	LO[REDACTED]	PRIMARY	IN BUSINESS	
C20[REDACTED]2	MA[REDACTED]	PRIMARY	IN BUSINESS	
C20[REDACTED]5	TI[REDACTED]	PRIMARY	IN BUSINESS	
C20[REDACTED]2	UL[REDACTED]	PRIMARY	IN BUSINESS	

[BACK](#)

Searched Company Information

NUMBER	NAME	TYPE	FILE
202[REDACTED]4	GEOR[REDACTED]CS	PRIMARY	

APPLICATION

Reference: 0

SEARCH FACILITY

Search criteria: (long or short number)

C202[REDACTED]

[SEARCH](#)

GUIDANCE

Proceed with filing by selecting a co-operative 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 co-operative? Make use of the Search facility

Back
Revert back to history applications by selecting Back

Cancel
Revert back and opt to select an alternative co-operative, click on Cancel

Continue
Confirm the co-operative selection, updating the contact info if applicable, and select Continue

Get In Touch With Us

Call centre: 086 100 2472
International telephone number: +27 12 394 9573
Monday-Friday: 08:00 - 15:30
Online Query System: <https://enquiries.cipc.co.za>

Our Mobile App

Coming soon to App Store

Coming soon to Google Play

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11. On the next page, select No and update the enterprise contact details if necessary. Thereafter click on Continue.

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: 202[REDACTED]25

Name: CO[REDACTED]APE

Contact No: 08[REDACTED]

Contact Email: Iran[REDACTED].za

CANCEL CONTINUE

12. All directors will be displayed. Select the director to be resigned, then click Continue.

Natural persons

IDENTIFICATION	NAME	IS A DIRECTOR	IS A FOUNDER	STATUS	EDIT/VIEW
XXXXXXXXXXXX686	[REDACTED]	YES	NO	Active	
000XXXXXXXXX8080	D[REDACTED]EDE	YES	NO	Active	

Juristic persons

Enterprise Number	Enterprise Name	TYPE	IS FOUNDER	JURISTIC TYPE	STATUS	EDIT/VIEW
No active directors available						

APPLICATION INFORMATION

Reference: 60000074562

No: 1313

Status: Draft

Submitted By: ROSE S[REDACTED]

Submitted On:

CO-OPERATIVE INFORMATION

No: C202[REDACTED]

Name: LC[REDACTED]OOP

Type: PRIMARY COOPERATIVE

Status: In Business

Registration Date: 06/NOV/2025

Email: a****@[REDACTED]-op.co.za

Contact No: *****3724

Minimum Directors: 2

Maximum Directors: 2

BACK CONTINUE



13. Click on Not required.

ACTION

Notes on Director Changes

- Not Required (Proceed without updating the director's records from DHA or Foreigner Assurance)
- Update ID (Update the Identification Number of the director to a South African ID Number)
- Passport Update (Update the Identification Number/Full Name/Surname/Date of Birth of the director from Foreigner Assurance records)
- DHA Update (Update the Full Name/Surname/Date of Birth of the Director from DHA)
- Contact Details can only be updated through the Change of Director Contact Details process.

Updating the Director Identification?

Not Required ID Update Passport Update DHA Update

14. On the following page choose under type of amendment, "Resign", add the required information and click on Save. Note that applications may be referred to the back office for review if the "remove" option is selected instead of "Resign."

Natural Person Amendments - Remove or View

STATUS INFORMATION

Type of Amendment:

RESIGN *

Is this member a director of the Co-operative?

YES *

Is this a founding member of the Co-operative?

NO *

Appointment Date: (DD/MON/YYYY)

10/Mar/2026

Effective Date: (DD/MON/YYYY):

01/Apr/2026 *

Status Change Reason: (if applicable):

Secured a full-time position at a Law Firm.

NATURAL PERSON INFORMATION

Country of Origin:

SOUTH AFRICA *

Identity/Passport Number:

00 [REDACTED] 80 *

Title:

CLICK TO SELECT *

Date of Birth: (DD/MON/YYYY)

05/ [REDACTED] *



Member Name(s):

[REDACTED] CA *

Member Surname:

[REDACTED] E *

Email Address:

[REDACTED] DM *

Cellphone Number:

0 [REDACTED] 8 *

Gender:

FEMALE *

Demographic:

AFRICAN *

Does this member have a disability?

NOT DISABLED *

Verification:

ADDRESS INFORMATION

PHYSICAL ADDRESS

Street Address:

[REDACTED] STREET *

Country:

SOUTH AFRICA *

Province:

GAUTENG *

Town/City:

AZAADVILLE *

Suburb:

AZAADVILLE *

Postal Code:

1750 *

POSTAL ADDRESS

PO Box Number / Street Address:

[REDACTED] STREET *

Country:

SOUTH AFRICA *

Province:

GAUTENG *

Town/City:

AZAADVILLE *

Suburb:

AZAADVILLE *

Postal Code:



CANCEL

SAVE





15. At the bottom of the page, the resigning director will reflect. Click on the blue finger under View.

Natural persons

IDENTIFICATION	NAME	IS A DIRECTOR	IS A FOUNDER	STATUS	EDIT/VIEW
XXXXXXXXXX	LITE	YES	NO	Active	
000XXXXXX	DIDXXXXXXXXXXEDE	YES	NO	Active	

Juristic persons

Enterprise Number	Enterprise Name	TYPE	IS FOUNDER	JURISTIC TYPE	STATUS	EDIT/VIEW
No active directors available						

[BACK](#) [CONTINUE](#)

Natural Person Director Amendments

IDENTIFICATION	NAME	IS A DIRECTOR	IS A FOUNDER	AMENDMENT	REMOVE/VIEW
000XXXXXX80	DIDXXXXXXXXXXMEDE	YES	NO	RESIGN	

APPLICATION INFORMATION

Reference: 60000074562
No: 1313
Status: Draft
Submitted By: ROSEXXXXXXXXXXE
Submitted On:

CO-OPERATIVE INFORMATION

No: C20XXXXXXXXXXS
Name: LOXXXXXXXXXXOP
Type: PRIMARY COOPERATIVE
Status: In Business
Registration Date: 06/NOV/2025
Email: a****@XXXXXXXXXXp.za
Contact No: **XXXXXXXXXX
Minimum Directors: 2
Maximum Directors: 2
Current Count: 2

GUIDANCE

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

History approval results will be visible if available, use this feedback to apply and resubmit application changes

Edit or View
Review information for each director by clicking on Edit/View from section Co-operative Directors. Choose between options No Changes OR Status Changes or Contact Info Changes and select Save to finalize. Choose Cancel to abort the current review

Remove or View
Remove an entry for information that need to change, to allow for another review on the selected record

Back
Revert to the previous section by selecting Back

Continue
Proceed to the next section by selecting Continue

16. At the bottom of the page click on Remove.



Natural Person Amendments - Remove or View

STATUS INFORMATION

Type of Amendment:

RESIGN *

Is this member a director of the Co-operative?

YES *

Is this a founding member of the Co-operative?

NO *

Appointment Date: (DD/MON/YYYY)

10/Mar/2026

Effective Date: (DD/MON/YYYY):

*

Status Change Reason: (if applicable):

NATURAL PERSON INFORMATION

Country of Origin:

SOUTH AFRICA *

Identity/Passport Number:

[REDACTED] *

Title:

CLICK TO SELECT *

Date of Birth: (DD/MON/YYYY)

[REDACTED] *

Member Name(s):

[REDACTED] ICA *

Member Surname:

GUMEDE *

Email Address:

[REDACTED].COM *

Cellphone Number:

0 [REDACTED] *

Gender:

FEMALE *

Demographic:

AFRICAN *

Does this member have a disability?

NOT DISABLED *

Verification:



ADDRESS INFORMATION

PHYSICAL ADDRESS

Street Address: [REDACTED] R STREET *

Country: SOUTH AFRICA *

Province: GAUTENG

Town/City: AZAADVILLE *

Suburb: AZAADVILLE *

Postal Code: 1750 *

POSTAL ADDRESS

PO Box Number / Street Address: [REDACTED] R STREET *

Country: SOUTH AFRICA *

Province: GAUTENG *

Town/City: AZAADVILLE *

Suburb: AZAADVILLE *

Postal Code: *

CANCEL **REMOVE** ←

17. Click on Continue.

Director Amendments

For Co-Operatives

Home > Director Amendments > New Directors

Natural Person Directors

IDENTIFICATION	NAME	IS A DIRECTOR	IS A FOUNDER	STATUS
XXXXXXXXXXXX686	LITE [REDACTED]	YES	NO	Active
XXXXXXXXXXXX8080	D [REDACTED] E	YES	NO	Active

Juristic Directors

Enterprise Number	Enterprise Name	TYPE	STATUS
No active directors available			

NEW DIRECTOR **BACK** **CONTINUE** ←

APPLICATION INFORMATION

Reference: 6000074562
No: 1313
Status: Draft
Submitted By: R [REDACTED] E
Submitted On:

COMPANY INFORMATION

No: C [REDACTED]
Name: [REDACTED] COOP
Type: PRIMARY COOPERATIVE
Status: 03
Registration Date: 06/NOV/2025
Email: a****@ [REDACTED] p.co.za
Contact No: **** [REDACTED]

18. Click on Continue.



Director Amendments

For Co-Operatives



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
-----------	------	------	--------

NEW DOCUMENT BACK CONTINUE



19. Click on Confirm.

Natural members

IDENTIFICATION	NAME	IS A DIRECTOR	IS A FOUNDER	STATUS
XXXXXXXX [REDACTED] b	LITE [REDACTED]	YES	NO	Active
000XXXXXXXX [REDACTED]	D [REDACTED] E	YES	NO	Active

Juristic Directors

Enterprise Number	Enterprise Name	TYPE	IS FOUNDER	JURISTIC TYPE	STATUS
No active directors available					

BACK CANCEL CONFIRM



20. On the next page click on OK.



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Business Registration
For Co-Operatives

Director Amendments

Application Status

Congratulations! Your application has been submitted successfully for reference, **60000074562**

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

21. Click on the blue finger to view the application.

Historical Applications

REFERENCE	DATE CREATED	EXPIRY DATE	REGISTRATION NUMBER	TYPE	STATUS	VIEW
60000074562	07/APR/2026	11/APR/2026	202[REDACTED]/24	PRIMARY	SUBMITTED	
60000074560	07/APR/2026	11/APR/2026	200[REDACTED]/24	PRIMARY	SUBMITTED	
60000074559	07/APR/2026	11/APR/2026	202[REDACTED]/24	PRIMARY	DRAFT	
60000074558	07/APR/2026	11/APR/2026	20[REDACTED]/24	PRIMARY	DRAFT	
60000074557	07/APR/2026	11/APR/2026	20[REDACTED]/24	PRIMARY	DRAFT	
60000074552	02/APR/2026	06/APR/2026	200[REDACTED]/24	PRIMARY	SUBMITTED	

NEW APPLICATION

22. Click on the Go to OTP.



☰ CIPC e-Services Business Registration Business Maintenance

Business Registration **Director Amendments**
For Business Maintenance

Download Disclosure Documents

Please select an option below and then option for Reprint to reprint a disclosure document:

Download Proposed Changes

Natural members

23. Click on the red X box to add the Identification number, OTP number and click on Submit. If you did not receive the OTPs, click on RESEND OTPS.

OTP Approval - Consent

DATE	EXPIRY DATE	AMENDMENT	DIRECTOR	CONSENT
10/Apr/2026	14/Apr/2026	Director	LUCILLE R. [REDACTED]	<input style="background-color: red; color: black; border: 1px solid black; width: 40px; height: 40px; text-align: center; vertical-align: middle;" type="button" value="X"/> ←
10/Apr/2026	14/Apr/2026	Filer	ROSE SIE [REDACTED]	<input style="background-color: red; color: black; border: 1px solid black; width: 40px; height: 40px; text-align: center; vertical-align: middle;" type="button" value="X"/> ←

←



Verification Information

DIRECTOR INFORMATION

Number: Director:

VERIFY INFORMATION

SMS OTP: OR Email OTP:

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

24. If an incorrect OTP is entered, a validation error will be displayed. Please ensure that you prefix the OTP with “S” for an SMS code or “E” for an email OTP before entering the number.

VALIDATION FAILURE

Unable to verify info for ID # [REDACTED]; LUCILLE R [REDACTED] L. Reason: Invalid OTP code.



25. 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.

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DATE	AMENDMENT	DIRECTOR	EXPIRE	CONSENT
08/JAN/2024	RESIGN	PETRI [REDACTED] Z	12/JAN/2024 21:35:20	<input checked="" type="checkbox"/>
08/JAN/2024	FILER	HAYL [REDACTED] T	12/JAN/2024 21:35:20	<input checked="" type="checkbox"/>

APPROVAL RESULTS

Confirmation OTPs
Required: 2
Received: 2

APPLICATION INFORMATION

Reference: 60000020702
Submitted By: H [REDACTED] T
Submitted On: 08/JAN/2024
Status: SUBMITTED, IN PROGRESS

COMPANY INFORMATION

No: [REDACTED] 055
Name: S [REDACTED] P
Type: [REDACTED]
Status: IN BUSINESS

INFORMATION

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

FINISH

26. All Active Directors will receive an email with the CO-OP2 attached.