# **Companies and Intellectual Property Commission** Republic of South Africa

# Form CoR 15.1B **Long Standard Form** for Profit Companies

- This form is issued in terms of section 13 of the Companies Act, 2008 and Regulation 15 of the Companies Regulations, 2011.
- This form may be used only to incorporate a profit company.
- A profit company may be incorporated by one or more persons.
- The Incorporators must complete this form by -
- (a) filling in the Name of the Company, unless it is to be completed by the Commission in terms of Regulation 14 (b) (i) or (iii);
- (b) inserting the number of directors and alternate directors in the spaces provided;
- (c) inserting the number of authorised shares, in the space provided; and
- (d) each signing and dating the form on a line of the Table at left.
- There are 11 pages in this form. If filing by paper, all 11 pages must be filed.
- This Form must be filed with Form CoR 14.1, Notice of Incorporation, and required annexures and fees.

# Contacting the Commission

The Companies and Intellectual Property Commission of South Africa

# **Postal Address**

PO Box 429 Pretoria 0001 Republic of South Africa Tel: 086 100 2472

www.cipc.co.za

# **Memorandum of Incorporation** of

(Insert Name of Company)			
which is a profit compa	ny, has at least	director(s) and al	ternate director(s), is
		in Article 2, and is referred	
Memorandum of Incorpo			
Adoption of Memorandu	ım of Incorporation	1	
This Memorandum of Inc	corporation was add	opted by the incorporators	of the Company, in
accordance with section	13 (1), as evidence	ed by the following signatur	res made by each of
them, or on their behalf (	only required in the	case of new company regi	strations):
Name and address	Identity or Registration #	Signature	Date

# Article 1 - Incorporation and Nature of the Company

In this Memorandum of Incorporation-

- (a) a reference to a section by number refers to the corresponding section of the Companies Act, 2008;
- (b) words that are defined in the Companies Act, 2008, bear the same meaning in this Memorandum as in that Act.
- (c) words appearing to the right of an optional check line are void unless that line contains a mark to indicate that it has been chosen as the applicable option.

The Schedules attached to this Memorandum are part of the Memorandum of Incorporation.

1.1	Incorpo	ration –
	(1)	The Company is incorporated as from as a -
		state owned company, as defined in section 8 (2) (a)
		private company, as defined in section 8(2)(b).
		personal liability company, as defined in section 8(2)(c).
		public company, as defined in section 8(2)(d).
	(2)	The Company is incorporated in accordance with and governed by -
		(a) the unalterable provisions of the Companies Act, 2008; and
		(b) the alterable provisions of the Companies Act, 2008, subject to the limitations, extensions, variations or substitutions
		set out in this Memorandum; and
		(c) the provisions of this Memorandum of Incorporation.
1.2	Powers	of the Company
	(1)	The Company -
		is not subject to any provisions contemplated in section 15 (2)(b) or (c).
		is subject to provisions contemplated in section 15 (2)(b) or (c), as set out in Part A of Schedule 1.
	(2)	The purposes and powers of the Company-
		are not subject to any restrictions, limitations or qualifications, as contemplated in section 19 (1)(b)(ii).
		are subject to the restrictions, limitations or qualifications contemplated in section 19 (1)(b)(ii), as set out in Part A of Schedule 1.
1.3	Memora	ndum of Incorporation and Company rules
	(1)	This Memorandum of Incorporation of the Company-
	,	may be altered or amended only in the manner set out section 16, 17 or 152 (6) (b).
		may be altered or amended in the manner set out in section 16, 17 or 152 (6)(b), subject to the provisions
		contemplated in section 16 (2), as set out in Part B of Schedule 1.
	(2)	The authority of the Company's Board of Directors to make rules for the Company, as contemplated in section 15 (3) to
	, ,	(5) -
		is not limited or restricted in any manner by this Memorandum of Incorporation.
		is limited or restricted to the extent set out in Part B of Schedule 1.
	(3)	The Board must publish any rules made in terms of section 15 (3) to (5) -
		by delivering a copy of those rules to each shareholder by ordinary mail.
		in accordance with the requirements set out in Part B of Schedule 1.
	(4)	The Company must publish a notice of any alteration of the Memorandum of Incorporation or the Rules, made in terms of
	. ,	section 17 (1) –
		by delivering a copy of those rules to each shareholder by ordinary mail.
		in accordance with the requirements set out in Part B of Schedule 1.

# [This sub-article is not to be used in the case of a public company] (1) The Company does not elect, in terms of section 34 (2), to comply voluntarily with the provisions of Chapter 3 of the Companies Act, does elect, in terms of section 34 (2), to comply voluntarily with the provisions of Chapter 3 of the Companies Act, 2008, to the extent set out in Part C of Schedule 1. The Company -(2)does not elect, in terms of section 118 (1)(c)(ii), to submit voluntarily to the provisions of Parts B and C of Chapter 5 of the Companies Act, 2008, and to the Takeover Regulations provided for in that Act. elects in terms of section 118 (1)(c)(ii) to submit voluntarily to the provisions of Parts B and C of Chapter 5 of the Companies Act, 2008, and to the Takeover Regulations in terms of that Act, to the extent set out in Part C of Schedule Article 2 - Securities of the Company 2.1 **Shares** The Company is authorised to issue no more than -(1) .....shares of a single class of shares with no nominal or par value, each of which entitles the holder to -(a) vote on any matter to be decided by a vote of shareholders of the company; (b) participate in any distribution of profit to the shareholders; and share in the distribution of the company's residual value upon its dissolution. (c) the maximum number of each of the classes of shares set out in Part A of Schedule 2, subject to the preferences, rights, limitations and other terms associated with each such class, as set out in Part A of Schedule 2. The authority of the Company's Board of Directors to increase or decrease the number of authorised shares of any class of the Company's shares, to reclassify any shares that have been authorised but not issued, to classify any unclassified shares, or to determine the preferences, rights, limitations or other terms of any class of shares, as set out in section 36 (2)(b) and (3) is not limited or restricted by this Memorandum of Incorporation. is limited or restricted to the extent set out in Part A of Schedule 2. [In the case of a public company] (2A) The Company must not make an offer to the public of any of its securities [In the case of a private or personal liability company] may make an offer to the public of any of its securities (2B) The transferability of the shares of the Company is not restricted. is restricted as set out in Part F of Schedule 2 [In the case of a private or personal liability company] The shareholders of the Company do not have any pre-emptive right to be offered and to subscribe for additional shares of the company. have a common pre-emptive right to be offered and to subscribe for additional shares of the company, as set

1.4

Application of optional provisions of Companies Act, 2008

out in Part A of Schedule 2.

		have only such pre-emptive rights to be offered and to subscribe additional shares of the company, if any, as
		are set out in the preferences, rights, limitations and other terms associated with their respective classes of
		shares.
		[In the case of a public company]
	(4)	The pre-emptive right of the Company's shareholders to be offered and to subscribe for additional shares, as set out in section 39 -
		is unconditional, and is not limited, negated or restricted in any manner contemplated in subsection (3) of section 39.
		is subject to the conditions, limitations, or restrictions set out in Part A of Schedule 3.
		does not apply with respect to any shares of the Company.
		[In the case of a private or personal liability company]
	(5)	The authority of the Company's Board of Directors to authorise the Company to provide financial assistance in
		relation to the subscription of any option or securities of the Company or a related or inter-related company, as set out in section 44 -
		is not limited or restricted by this Memorandum of Incorporation.
		is limited or restricted to the extent set out in Part B of Schedule 2.
	(6)	The authority of the Company's Board of Directors to approve the issuing of any authorised shares of the Company as
		capitalisation shares, to issue shares of one class as capitalisation shares in respect of shares of another class, and to
		resolve to permit shareholders to elect to receive a cash payment in lieu of a capitalisation share, as set out in section
		47 (1) -
		is not limited or restricted by this Memorandum of Incorporation.
		is limited or restricted to the extent set out in Part C of Schedule 2.
	(7)	Securities of the Company are to be issued -
		in uncertificated form, as contemplated in section 49 (2)(b).
		in either certificated or uncertificated form, as the Board may determine
2.2	Debt ins	truments
	(1)	The authority of the Company's Board of Directors to authorise the company to issue secured or unsecured debt
		instruments, as set out in section 43 (2) -
		is not limited or restricted by this Memorandum of Incorporation.
		is limited or restricted to the extent set out in Part D of Schedule 2.
	(2)	The authority of the Company's Board of Directors to grant special privileges associated with any debt instruments to
		be issued by the company, as set out in section 43 (3) -
		is not limited or restricted by this Memorandum of Incorporation.
		is limited or restricted to the extent set out in Part D of Schedule 2.
2.3	Registra	ation of beneficial interests
	The	authority of the Company to allow the Company's issued securities to be held by, and registered in the name of, one
	pers	son for the beneficial interest of another person, as set out in section 56 (1) -
		is not limited or restricted by this Memorandum of Incorporation.
		is limited or restricted to the extent set out in Part F of Schedule 2

# Article 3 - Shareholders

# 3.1 Shareholders' right to information

In addition to the rights to access information set out in section 26 (1), every person who has a beneficial interests in any of the Company's securities or any other specified person, has the further rights to information, if any, set out in Part A of Schedule 3 of this Memorandum of Incorporation.

3.2	Shareholders'	authority	v to act
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(1) If, at anytime, there is only one shareholder of the Company, the authority of that shareholder to act without notice or compiliance with any other internal formalities, as set out in section 57 (2)—  (a) is not limited or restricted by this Memorandum of Incorporation.  (b) is limited or restricted to the extent set out in Part A of Schedule 3.  (2) If, at anytime, every shareholder of the Company is also a director of the Company, as contemplated in section 57 (4), the authority of the shareholders to act without notice or compliance with any other internal formalities, as set out in that section—  is not limited or restricted by this Memorandum of Incorporation.  is limited or restricted to the extent set out in Part A of Schedule 3.  3.3 Representation by concurrent proxies  The right of a shareholder of the Company to appoint persons concurrently as proxies, as set out in section 58 (3)(a)—  is not limited, restricted or varied by this Memorandum of Incorporation.  is limited, restricted or varied to the extent set out in Part B of Schedule 3.  3.4 Authority of proxy to delegate  The authority of a shareholder's proxy to delegate the proxy's powers to another person, as set out in section 58 (3)(b)—  is not limited or restricted by this Memorandum of Incorporation.  is limited or restricted by this Memorandum of Incorporation.  is limited or restricted by the extent set out in Part B of Schedule 3.  3.5 Requirement to deliver proxy instrument to the Company  The requirement that a shareholder must deliver to the Company a copy of the instrument appointing a proxy before that proxy may exercise the shareholder's rights at a shareholders meeting, as set out in section 58 (3) (c)  is not varied by this Memorandum of Incorporation.  is varied to the extent set out in Part B of Schedule 3.  3.6 Deliberative authority of proxy  The authority of a shareholder's proxy to decide without direction from the shareholder whether to exercise, or abstain from exercising any voting right of the shareholder, as set out			
(a) is not limited or restricted by this Memorandum of Incorporation.  (b) is limited or restricted to the extent set out in Part A of Schedule 3.  (2) If, at anytime, every shareholder of the Company is also a director of the Company, as contemplated in section 57 (4), the authority of the shareholders to act without notice or compliance with any other internal formalities, as set out in that section -  is not limited or restricted by this Memorandum of Incorporation.  is limited or restricted to the extent set out in Part A of Schedule 3.  3.3 Representation by concurrent proxies  The right of a shareholder of the Company to appoint persons concurrently as proxies, as set out in section 58 (3)(a) -  is not limited, restricted or varied by this Memorandum of Incorporation.  is limited, restricted or varied to the extent set out in Part B of Schedule 3.  3.4 Authority of proxy to delegate  The authority of a shareholder's proxy to delegate the proxy's powers to another person, as set out in section 58 (3)(b) -  is is not limited or restricted by this Memorandum of Incorporation.  is limited or restricted to the extent set out in Part B of Schedule 3.  3.5 Requirement to deliver proxy instrument to the Company  The requirement that a shareholder must deliver to the Company a copy of the instrument appointing a proxy before that proxy may exercise the shareholder sights at a shareholders meeting, as set out in section 58 (3) (c)  is not varied by this Memorandum of Incorporation.  is varied to the extent set out in Part B of Schedule 3.  3.6 Deliberative authority of proxy  The authority of a shareholder's proxy to decide without direction from the shareholder whether to exercise, or abstain from exercising any voting right of the shareholder, as set out in section 58 (7) -  is not limited or restricted by this Memorandum of Incorporation.  is limited or restricted by this Memorandum of Incorporation.  is limited or restricted by this Memorandum of Incorporation.  is limited or restricted by this Memorandum of In		(1)	
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date for the relevant matter is — as determined in accordance with section 59 (3).	3.7	Record	date for exercise of shareholder rights
			the relevant matter is –

# Article 4 - Shareholders Meetings

4.1	Requirement to hold meetings		
	The Company -		
	is not required to hold any shareholders meetings other than those specifically required by the Companies Act, 2008.		
	is required to hold shareholders meetings, in addition to those specifically required by the Companies Act, 2008, as set out in		
	Part A of Schedule 4.		
4.2	Shareholders' right to requisition a meeting		
	The right of shareholders to requisition a meeting, as set out in section 61 (3), may be exercised -		
	by the holders of at least 10% of the voting rights entitled to be exercised in relation to the matter to be considered at the		
	meeting, as provided for in that section.		
	by the holders of at least% of the voting rights entitled to be exercised in relation to the matter to be considered at		
	the meeting, despite the provisions of that section [In the case of a percentage lower than 10].		
4.3	Location of shareholders meetings		
	The authority of the Company's Board of Directors to determine the location of any shareholders meeting, and the authority of the		
	Company to hold any such meeting in the Republic or in any foreign country, as set out in section 61 (9) -		
	is not limited or restricted by this Memorandum of Incorporation.		
	is limited or restricted to the extent set out in Part B of Schedule 4.		
4.4	Notice of shareholders meetings		
	The minimum number of days for the Company to deliver a notice of a shareholders meeting to the shareholders, as required by section 62 -		
	is as provided for in section 62 (1).		
	is business days before the meeting is to begin.		
4.5	Electronic participation in shareholders meetings		
	The authority of the Company to conduct a meeting entirely by electronic communication or to provide for participation in a meeting		
	by electronic communication, as set out in section 63 -		
	is not limited or restricted by this Memorandum of Incorporation.		
	is prohibited, limited or restricted to the extent set out in Part C of Schedule 4.		
4.6	Quorum for shareholders meetings		
	(1) The quorum requirement for a shareholders meeting to begin, or for a matter to be considered are -		
	as set out in section 64 (1) without variation.		
	as set out in section 64 (1) subject to a minimum of% in substitution for the 25% required by that section.		
	(2) The time periods allowed in section 64 (4) and (5)		
	apply to the Company without variation.		
	apply to the Company, subject to the variations set out in Part D of Schedule 4.		
	(3) The authority of a meeting to continue to consider a matter, as set out in section 64 (9) -		
	is not limited or restricted by this Memorandum of Incorporation.		

\_\_\_\_is limited or restricted to the extent set out in Part D of Schedule 4.

	The	maximum period allowable for an adjournment of a shareholders meeting is as set out in section 64 (12), without variation.
		as set out in section 64 (12), subject to the variations set out in Part E of Schedule 4.
4.8		Iders resolutions
	(1)	For an ordinary resolution to be adopted at a shareholders meeting, it must be supported by the holders of –
	(-)	more than 50% of the voting rights exercised on the resolution, as provided in section 65 (7).
		at least% of the voting rights exercised on the resolution, despite section 65 (7).
		at least the minimum percentage of the voting rights exercised on the resolution, as set out in Part F of Schedule
		4.
	(2)	For a special resolution to be adopted at a shareholders meeting, it must be supported by the holders of at least -
	, ,	75% of the voting rights exercised on the resolution, as provided in section 65 (9).
		% of the voting rights exercised on the resolution, despite section 65 (7).
		the minimum percentage of the voting rights exercised on the resolution, as set out in Part F of Schedule 4.
	(3)	A special resolution adopted at a shareholders meeting is -
	, ,	not required for a matter to be determined by the Company, except those matters set out in section 65 (11), or
		elsewhere in the Act.
		required, in addition to the matters set out in section 65 (11), for the matters set out in Part G of Schedule 4.
		Article 5 - Directors and Officers
5.1	Compos	ition of the Board of Directors
	=	The Board of Directors of the Company comprises of at least directors, and alternate directors, to be
		elected by holders of the companies securities entitled to exercise voting rights, as contemplated in section 68.
	(2)	In addition to the elected directors -
		there are no appointed or ex officio directors of the Company, as contemplated in section 66(4).
		there areappointed, and ex officio directors of the Company, as contemplated in section 66 (4),
		to be designated in the manner specified in Part A of Schedule 5.
	(3)	In addition to satisfying the qualification and eligibility requirements set out in section 69, to become or remain a
		director or a prescribed officer of the Company, a person –
		need not satisfy any further eligibility requirements or qualifications.
		must satisfy the additional eligibility requirements and qualifications set out in Part B of Schedule 5.
	(4)	Each elected director of the Company serves for –
		an indefinite term, as contemplated in section 68 (1).
		a term of years.
		a term determined in the manner set out in Part C of Schedule 5.
	(5)	The manner of electing directors of the Company is -
		as set out in section 68 (2).
		as set out in Part C of Schedule 5.
	(6)	The authority of the Company's Board of Directors to fill any vacancy on the Board on a temporary basis, as set out in section 68 (3) -
		is not limited or restricted by this Memorandum of Incorporation.
		is limited or restricted to the extent set out in Part D of Schedule 5.

4.7

Adjournment of shareholders meetings

5.2	Authority of the Board of Directors			
	(1)	The authority of the Company's Board of Directors to manage and direct the business and affairs of the Company, asset out in section 66 (1)		
		is not limited or restricted by this Memorandum of Incorporation.		
		is limited or restricted to the extent set out in Part E of Schedule 5.		
	(2)	If, at any time, the Company has only one director, as contemplated in section 57 (3), the authority of that director to act		
	(-/	without notice or compliance with any other internal formalities, as set out in that section -		
		is not limited or restricted by this Memorandum of Incorporation.		
		is limited or restricted to the extent set out in Part F of Schedule 5.		
		<u> </u>		
5.2A	Liability	of Directors		
		_ The company is a personal liability company and the directors and past directors are jointly and severally liable for the		
		debts and liabilities of the company as contemplated in section 19 (3).		
5.3	Board of Directors Meetings			
	(1)	The authority of the Company's Board of Directors to consider a matter other than at a meeting, as set out in section 74		
		is not limited or restricted by this Memorandum of Incorporation.		
		is limited or restricted to the extent set out in Part G of Schedule 5.		
	(2)	The right of the Company's directors to requisition a meeting of the Board, as set out in section 73 (1), may be exercised—		
		by at least 25% of the directors, if the board has 12 or more members, or by 2 (two) directors, in any other		
		case, as provided in that section; or		
		by at least% of the directors, or by at least directors, despite the provisions of that section.		
	(3)	The authority of the Company's Board of Directors to conduct a meeting entirely by electronic communication, or to		
		provide for participation in a meeting by electronic communication, as set out in section 73 (3) -		
		is not limited or restricted by this Memorandum of Incorporation.		
		is limited or restricted to the extent set out in Part H of Schedule 5.		
	(4)	The authority of the Company's Board of Directors to determine the manner and form of providing notice of its		
		meetings, as set out in section 73 (4) -		
		is not limited or restricted by this Memorandum of Incorporation.		
		is limited or restricted to the extent set out in Part H of Schedule 5.		
	(5)	The authority of the Company's Board of Directors to proceed with a meeting despite a failure or defect in giving notice		
		of the meeting, as set out in section 73 (5) -		
		is not limited or restricted by this Memorandum of Incorporation.		
		is limited or restricted to the extent set out in Part H of Schedule 5.		
	(6)	The quorum requirement for a directors meeting to begin, the voting rights at such a meeting, and the requirements for		
		approval of a resolution at such a meeting, are -		
		as set out in section 73 (5), without variation.		
		as set out in section 73 (5) subject to the variations set out in Part H of Schedule 5.		
5.4	Director	's compensation and financial assistance		
	(1)	The authority of the Company to pay remuneration to the Company's directors, in accordance with a special resolution		
		approved by the Company's shareholders within the previous two years, as set out in section 66 (8) and (9) -		
		is not limited or restricted by this Memorandum of Incorporation.		
		is limited or restricted to the extent set out in Part I of Schedule 5.		
	(2)	The authority of the Company's Board of Directors, as set out in section 45, to authorise the Company to provide		
		financial assistance to a director, prescribed officer or other person referred to in section 45 (2)-		
		is not limited or restricted by this Memorandum of Incorporation.		
		is limited or restricted to the extent set out in Part I of Schedule 5.		

	(1)	The authority of the Company to advance expenses to a director, or indemnify a director, in respect of the defense of legal proceedings, asset out in section 78 (4) is not limited, restricted or extended by this Memorandum of Incorporation is limited, restricted or extended to the extent set out in Part J of Schedule 5.
	(2)	The authority of the Company to indemnify a director in respect of liability, as set out in section 78 (5) -
		is not limited or restricted by this Memorandum of Incorporation.
		is limited or restricted to the extent set out in Part J of Schedule 5.
	(3)	The authority of the Company to purchase insurance to protect the Company, or a director, as set out in section 78 (7) –
		is not limited, restricted or extended by this Memorandum of Incorporation.
		is limited, restricted or extended to the extent set out in Part J of Schedule 5.
5.6	Commi	ttees of the Board
	(1)	The authority of the Company's Board of Directors to appoint committees of directors, and to delegate to any such committee any of the authority of the Board, as set out in section 72 (1), and to include in any such committee persons who are not directors, as set out in section 72 (2)(a) is not limited or restricted by this Memorandum of Incorporation.
		is limited or restricted to the extent set out in Part K of Schedule 5.
	(2)	The authority of a committee appointed by the Company's Board of Directors, as set out in section 72 (2) (b) and (c) -
		is not limited or restricted by this Memorandum of Incorporation.
		is limited or restricted to the extent set out in Part K of Schedule 5.
		Article 6 - General Provisions
	Inse	rt any further provisions desired in this or additional Articles.
		Schedule 1 – Incorporation and nature of the Company
Par	t A	
Inse	ert—	
	(a)	any 'Ring fencing' provisions as contemplated in section 15 (2) of the Act; and
	(b)	any provisions limiting the purposes or powers of the Company, as contemplated in section 19 (1)(b) of the Act.
Dav	4 D	
Par	тв ert—	
11156	əi (——	
	(a)	any provisions relating to the amendment of the Memorandum of Incorporation, as contemplated in section 16 (2) of the Act;
	(b)	any provisions relating to the Board's authority to make rules for the Company, as contemplated in section 15 (3) to (5) of the Act, and
	(c)	any provisions relating to the publication of the notice of alteration as contemplated in section 17 (1) of the Act.

5.5

**Indemnification of Directors** 

#### Part C

Insert-

- (a) any provisions to subject the Company to Chapter 3 of the Act on a voluntary basis, as contemplated in section 34 (2) of the Act; and
- (b) any provisions to subject the Company to Parts B and C of Chapter 5 of the Act, and to the Takeover Regulations, on a voluntary basis as contemplated in section 118 (1)(c)(ii) of the Act.

# Schedule 2 - Company Securities

# Part A

Insert-

- (a) any provisions setting out the classes of authorised shares, and maximum number of authorised shares of each class, and the preferences, rights, limitations and other terms of each class of shares as contemplated in section 36 (1) of the Act; and
- (b) any provisions respecting the authority of the Board to exercise powers relating to shares, as contemplated in section 36 (3) of the Act.

#### Part B

Insert any provisions restricting or limiting the authority of the Board to provide financial assistance to any person in relation to the subscriptions of securities or options, as contemplated in section 44 of the Act.

#### Part C

Insert any provisions restricting or limiting the authority of the Board with respect to the issuing of capitalisation shares, as contemplated in section 47 (1) of the Act.

# Part D

Insert any provisions restricting or limiting the authority of the Board with respect to the issuing of debt instruments, as contemplated in section 43(2) or (3) of the Act.

# Part E

Insert any provisions restricting or limiting the authority of the Company with respect to the registration of beneficial interests in the Company's securities, as contemplated in section 56 (1) of the Act.

#### Part F

Insert any provisions restricting or limiting the transferability of the securities of the Company as contemplated in section 8 (2) (b) (ii) (bb).

# Schedule 3 - Shareholders

#### Part A

Insert -

- (a) any provisions relating to information rights of any person in addition to those set out in section 26 (3 of the Act).
- (b) any provisions limiting or restricting the right of shareholders to act without meeting formal requirements, as contemplated in section 57 (2) or (4) of the Act.

(c) any provisions limiting or restricting or setting conditions for the pre-emptive right of the Company's shareholders to be offered and to subscribe for additional shares, as set out in section 39.

## Part B

Insert any provisions relating to the powers of shareholders to appoint proxies, the appointment of proxies, and the powers of any such proxy, as contemplated in section 58 of the Act.

#### Part C

Insert any provisions respecting the fixing of a record date, as contemplated in section 59 of the Act.

#### Schedule 4 - Shareholders Meetings

#### Part A

Insert any provisions imposing a requirement to hold a shareholder's meeting.

## Part B

Insert any provisions limiting or restricting the authority of the Board to determine the location of shareholders meetings, or the authority of the Company to meet outside the Republic.

## Part C

Insert any provision prohibiting, limiting or restricting the authority of the Board with respect to the use of electronic communication for shareholders meetings, as contemplated in section 63 of the Act.

#### Part D

Insert any provision respecting the quorum requirements for shareholders meetings, or varying the provisions of section 64 of the Act.

#### Part E

Insert any provision varying section 64 (13) of the Act with respect to the maximum period for adjournment of a shareholders meeting.

# Part F

Insert-

- (a) any provision establishing different requirements for adoption of an ordinary resolution for different matters;
- (b) any provision establishing different requirements for adoption of an special resolution for different matters; or
- (c) any provision imposing the requirement of a special resolution to approve any matter, as contemplated in section 65 (11) of the Act.

# Part G

Insert any provisions requiring a special resolution to be adopted for any matter in addition to the matters set out in section 65 (11) or elsewhere in the Act.

# Schedule 5 - Directors of the Company

# Part A

Insert any provisions establishing the rights of any person to appoint a director, or establishing the right of any person to be an ex officio director of the Company, or providing for the appointment or election of alternate directors.

## Part B

Insert any provision imposing additional eligibility or qualification requirements for directors and prescribed officers of the Company.

## Part C

Insert -

- (a) any provision establishing an alternative manner of electing directors, as contemplated in section 68 of the Act.
- (b) any provisions establishing an alternative manner of determining the term to be served by any director.

#### Part D

Insert any provision limiting or restricting the authority of the Board to temporarily fill a vacancy on the Board, as contemplated in section 68 (3) of the Act.

## Part E

Insert any provision limiting or restricting the authority of the Board to manage and direct the business and affairs of the Company, as contemplated in section 66 (1) of the Act.

#### Part F

Insert any provision limiting or restricting the authority of a lone director to act without regard for formalities, as contemplated in section 57 (3) of the Act.

### Part G

Insert any provision limiting or restricting the authority of the Board to consider a matter other than at a meeting, as contemplated in section 74 of the Act.

# Part H

Insert any provision limiting, restricting or varying the authority of the Board with respect to the conduct of its meetings, as contemplated in section 73 of the Act.

# Part I

Insert any provision limiting or restricting the authority of the Company to pay remuneration to its Directors, as contemplated in section 66 (8) of the Act, or limiting or restricting the authority of the Board to authorise the Company to provide financial assistance to a director, prescribed officer or any other party contemplated in section 45 (2) of the Act.

## Part J

Insert any provision limiting, restricting or extending the authority of the Company to advance expenses to a director, indemnify a director, or purchase insurance to protect the Company or a director, as contemplated in section 78 of the Act.

# Part K

Insert any provision limiting or restricting the authority of the Board with respect to the establishment of committees, or limiting or restricting the authority of a committee, as contemplated in section 72 of the Act.