

WANDERERS WAY 15 LANGEBAAN

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# **REGISTRATION FORM** Name and ID/Reg nr(s): Contact details: (landline)\_\_\_\_\_ (e – mail)\_\_\_\_\_ (cell)\_\_\_\_ I confirm I familiarized myself with the Terms and Conditions as provided on the website of PJC Attorneys. Signed at \_\_\_\_\_\_on \_\_\_\_ Witness 1 Witness 2 **Bidder's Signature**

(Certified copies of FICA documents as per FICA requirements checklist on page 2 is provided herewith)

## A. NATURAL PERSONS (BUYING PRIVATELY)

- 1. South African identity document (foreigners: passport)
- 2. Proof of Residence less than 3 months old (Utility bill addressed to your residential address).
- 3. Bidders to provide affidavit and marriage certificate for proof of residence in another person/spouse name.

### **B. COMPANY (PRIVATE AND UNLISTED PUBLIC)**

- 1. Certificate of Incorporation (CM1); and Certificate of change of name of company (CM9) (if applicable); and
- 2. Notice of Registered Office and Postal Postal Address (CM22); and Contents of Register of Directors, Auditors and Officers (CM29); and
- 3. Proof of business address of the Company e.g. utility bill (not older than 3 months) reflecting the name and business address; and directors of the company.
- 4. Identification document(s) of the person(s) managing the Company and the person(s) authorized to act on behalf of the company e.g. ID book and residential address (Utility bill less than 3 months old addressed to the person's address).
- 5. Resolution specifying who is authorised to act on behalf of the Company as well as confirmation of the company's shareholding; those more than 25% (Twenty Five Percent) voting rights.
- 6. Business Registration Notification Certificate (BRNC)

#### C. CLOSE CORPORATION

- 1. Founding Statement and Certificate of Incorporation (CK1); and Amended Founding Statement (CK2) (if applicable); and
- 2. Proof of business address of the Close Corporation e.g. utility bill (not older than 3 months) reflecting the name and business address; and
- 3. Identification document(s) of the member(s) of the Close Corporation and the person(s) authorised to act on behalf of the Close Corporation e.g. ID book and residential address (Utility bill less than 3 months old addressed to the person's address).
- 4. Resolution specifying who is authorised to act on on behalf of the Close Corporation.
- 5. Business Registration Notification Cerificate (BRNC)

## **D.** TRUST(S)

- 1. Letters of Authority signed by the Master of the High Court and the Trust deed and a resolution specifying who is authorised to act on behalf of the Trust.
- 2. Identification document(s) of the founder of the Trust (if not deceased) and all of the trustees and beneficiaries and person(s) authorised to act on behalf of the Trust e.g. ID book and proof of the residential address (Utility bill less than 3 months old addressed to the person's address).
- 3. Business Registration Notification Certificate (BRNC)