

COMPANIES ACT
(Cap. 42:01)

COMPANIES (FORMS) (AMENDMENT) REGULATIONS, 2009
(Published on 16th January, 2009)

ARRANGEMENT OF PARAGRAPHS

PARAGRAPH

1. Citation
2. Amendment of Cap. 42:01 (Sub. Leg.) (Forms) Regulations
3. Amendment of Schedule by adding Form 34

IN EXERCISE of the powers conferred on the Minister of Trade and Industry by section 528 of the Companies Act, the following Regulations are hereby made –

- 1.** These Regulations may be cited as the Companies (Forms) (Amendment) Regulations, 2009. Citation
- 2.** Regulation 2 is amended by inserting immediately after sub-regulation 40, the following new sub-regulation –
“ 41. Annual Return of a close company in terms of section 217 (6A) of the Act shall be in Form 34 as set out in the Schedule”. Amendment of Cap. 42:01 (Sub. Leg.) (Forms) Regulations
- 3.** The Schedule in the Regulations is amended by adding at the end of Form 33, the following new Form – Amendment of Schedule to Regulations

SCHEDULE

FORM 34



REPUBLIC OF BOTSWANA

DOCUMENT
NUMBER

COMPANIES ACT

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FOR OFFICE
USE ONLY

FORM OF ANNUAL RETURN OF A CLOSE COMPANY
(section 217 (6A))

1. Form of Annual Return of a Close Company.

Annual Return of the Close Company made up to the
date of the Annual Meeting.

Date of the meetingor Resolution in lieu of
meeting under section 107(2) of the Act.

2. Physical and Postal Address of the registered office of the company

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3. Physical and Postal Address at which the register of members is kept (if not kept at
registered office)

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4. Physical and Postal Address at which financial records are kept (if not kept at registered
office)

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5. Amount to be contributed by members to assets of the company in the event of winding up
P.....
6. Total amount of indebtedness of the company P.....

Members of a Close Company

The following persons are members of the proposed Close Company

Name of member(s)*	Identity number(s)**	Residential address	The amount to be contributed to assets of the company in the event of winding up

7. Indicate whether assets of the company are being mortgaged against the debt (Yes/No) ***
8. Copy of the last audited financial statements and Annual Report of the company.

Presented by:

Identity number**

Date:

***Please give surname in BLOCK letters followed by the first name(s).**

****Passport number applicable to non-citizens only**

*****Delete if not applicable**

MADE this 12th day of December, 2008

D. N. MOROKA,
Minister of Trade and Industry.