

CHANGE OF NAME REQUIREMENTS

The requirements for change of Names are stated below:

Individual Shareholder (General):

1. A letter from the shareholder requesting the change.
2. Bankers confirmation of Signature under new Name with passport photograph.
3. Photocopy of Newspaper Advert
4. A certified true copy of a Sworn Affidavit

Individual Shareholder (Marriage):

1. A letter from the shareholder requesting the change.
2. Bankers confirmation of Signature under new Name with passport photograph.
3. Photocopy of Newspaper Advert
4. A certified true copy of a Sworn Affidavit
5. A certified true copy of Marriage Certificate

Corporate Shareholder:

1. A letter from the company requesting the change.
2. Photocopy of Newspaper Advert
3. Signature mandate together with a Board Resolution for the mandate
4. Certificate of Incorporation (showing the old and new names)

Note: The originals of all item 4 and the item 5 of Individual Shareholder (Marriage) are required for sighting in the office before effecting the changes