

Company Registration & Compliance Services

Saving You Time & Money!

Accountants, Auditors, and Businesses that require assistance with company secretarial, business registration and industry compliance services for a large business or multiple companies and clients.

**Outsource your CIPC, Company Secretarial and Business Services
(CIPC, SARS, COID, Customs, NHBRC, CIDB & more)**

NEW PRIVATE COMPANY REGISTRATIONS & SHELF COMPANIES

<i>Annual Returns at CIPC (Our Submission Fee for 1 Year)</i>	<i>R790-00</i>
<i>Annual Returns at CIPC (Our Submission Fee for 2 Years)</i>	<i>R1580-00</i>
<i>Annual Returns at CIPC (Our Submission Fee for 3 Years)</i>	<i>R2370-00</i>
<i>New Pty Company (Shelf Name)</i>	<i>R1890-00</i>
<i>New Pty Company (New Name)</i>	<i>R1890-00</i>
<i>2022 Shelf Company (with Name Change)</i>	<i>R9690-00</i>
<i>2022 Shelf Company (incl. Name Change and Tax Clearance)</i>	<i>R14490-00</i>
<i>Older Shelf Entities</i>	<i>R19990-00</i>
<i>New Pty Company (New Name) and Share Certificates Combo</i>	<i>R2490-00</i>
<i>New External Company</i>	<i>R5290-00</i>
<i>Name Reservation</i>	<i>R790-00</i>

AMENDMENTS FOR A COMPANY OR CLOSE CORPORATION

<i>Registered Office Change (Business Address)</i>	<i>R990-00</i>
<i>Details of Director or Member Change</i>	<i>R990-00</i>
<i>Name Change of a Company (or CC)</i>	<i>R2290-00</i>
<i>Financial Year End for a Pty or CC</i>	<i>R990-00</i>
<i>Accounting Officer / Company Secretary / Auditor Change</i>	<i>R1790-00</i>
<i>Add or Resign Director or Members</i>	<i>R1690-00</i>
<i>Special Resolution (Change to Main Objective or MOI)</i>	<i>R2590-00</i>
<i>Defensive Name Reservation</i>	<i>R2290-00</i>
<i>Add & Resign Directors (Combo Deal)</i>	<i>R1990-00</i>
<i>Change to Main Objective CC</i>	<i>R1690-00</i>
<i>Add Member to a CC (Trust)</i>	<i>R1690-00</i>
<i>Remove Director(s) Forcefully</i>	<i>R2290-00</i>

SHARES AND BENEFICIAL OWNERSHIP

<i>Share Certificates</i>	<i>R990-00</i>
<i>Change of Existing Shareholding</i>	<i>R990-00</i>
<i>Increase Authorised Shares in a Pty Company</i>	<i>R2290-00</i>
<i>Re-issue of Lost Share Certificates / Recreate share history</i>	<i>R1690-00</i>
<i>Electronic Share Register Setup</i>	<i>R1990-00</i>
<i>Electronic Share Register Update (Existing Register)</i>	<i>R1990-00</i>
<i>Share Certificate and Electronic Register Setup Combo</i>	<i>R2490-00</i>
<i>Beneficial Ownership Register at CIPC</i>	<i>R990-00</i>
<i>Trust Beneficial Ownership Register</i>	<i>R990-00</i>
<i>Shareholders Agreement</i>	<i>R3990-00</i>

OTHER ENTITIES AND CIPC SERVICES

<i>Certificate of Confirmation from CIPC</i>	<i>R990-00</i>
<i>Original Registration Documents</i>	<i>R990-00</i>
<i>CC to Pty Conversion</i>	<i>R3290-00</i>
<i>Deregister a Pty or CC</i>	<i>R2690-00</i>
<i>New Non-Profit Company Registration (NPC)</i>	<i>R3290-00</i>
<i>NPO Registration (Non-Profit Organisation)</i>	<i>R3990-00</i>
<i>PTY to NPC Conversion</i>	<i>R3690-00</i>
<i>Re-instate Deregistered Company (or CC)</i>	<i>R3990-00</i>
<i>Personal Liability Company (Inc.)</i>	<i>R3990-00</i>
<i>Register a Co-Operative (Co-Op)</i>	<i>R3690-00</i>
<i>PBO Registration</i>	<i>R10990-00</i>
<i>Custom MOI prepared by our Law Department</i>	<i>R7990-00</i>
<i>Long MOI Registration</i>	<i>R5990-00</i>
<i>Trademark Registration (Special Comprehensive Search)</i>	<i>R5790-00</i>
<i>Standard Trust Registration</i>	<i>R5790-00</i>
<i>Custom Trust and Registration</i>	<i>R9990-00</i>
<i>Trustee Amendments in a Trust</i>	<i>R5790-00</i>
<i>Trustee amendments in a Trust (Provinces outside of Cape Town)</i>	<i>R5890-00</i>
<i>CIPC Compliance Checklist</i>	<i>R9990-00</i>

BUSINESS COMPLIANCE SERVICES

SARS & DEPARTMENT OF LABOUR REGISTRATIONS

SARS Registered Representative	R1290-00
Tax Clearance Combo (Includes Registered Representative)	R1790-00
VAT Registration (Mandatory or Voluntary)	R5690-00
VAT De-registration	R5990-00
Personal Income Tax Registration	R990-00
UIF, PAYE & SDL Registration (SARS)	R3990-00
UIF Registration (Department of Labour)	R2590-00
UIF Registration of Employee	R2290-00
Import OR Export License (Single)	R3790-00
Import and Export License (Combo)	R5490-00
Import and Export License (Foreigners)	R6590-00
RLA Migration	R5490-00

TAX & ACCOUNTING

IRP6 Provisional Tax Returns (dormant)	R1190-00
IT14 Tax Returns for business (dormant)	R1590-00
IRP6 Provisional Tax Returns for business (trading)	R2290-00
IT14 Tax Returns for business (trading)	R2890-00
VAT Returns	R3290-00
Annual Financial Statement Setup and Submission (Basic Fee)	R13990-00
EMP501 Return Submission	R1590-00
EMP501 Audit	R2790-00
Personal Tax Returns	R2590-00

COIDA & LETTER OF GOOD STANDING

COIDA Registration (Workman's Compensation)	R2790-00
Letter of Good Standing (Workman's Compensation)	R1790-00
Return of Earnings Submission	R1290-00
COIDA Package (Registration & Letter of Good Standing)	R3550-00
Tender Compliance Letter	R2890-00

INDUSTRY & TENDER COMPLIANCE

CONSTRUCTION/ BUILDING CERTIFICATES

CIDB Registration Level 1 (New or Renewals) (excl. CIDB annual charges)	R2990-00
CIDB Registration Level 1 Electrical Engineering (Class EB)	R990-00
CIDB Registration Level 2-9 (New or Renewals)	FREE CONSULTATION
NHBRC Registration	R6490-00
NHBRC Renewals	R3890-00

BUSINES PLANS/ COMPANY PROFILES

<i>Company Profile For Tenders</i>	R1990-00
<i>Business Plan (For Financing, Tenders and Planning)</i>	R5490-00
<i>Construction Business Plan (For Financing / Tenders)</i>	R5990-00
<i>Security Business Plan (For Financing / Tenders)</i>	R5990-00
<i>Comprehensive Business Plan</i>	R9990-00
<i>Specialised Business Plan (Includes Industry Research)</i>	R19990-00

TENDER DOCUMENTS

<i>BEE Affidavit</i>	R490-00
<i>BEE Certificate (SANAS)</i>	R490-00
<i>CSD Registration</i>	R990-00

SECURITY COMPANY REGISTRATIONS

<i>PSIRA Registration</i>	R5490-00
<i>PSIRA individual Grading (Grades E - A)</i>	R2990-00

HEALTH & SAFETY

<i>Health and Safety Plan (Meet Tender Requirements)</i>	R4790-00
<i>Health and Safety File</i>	R4990-00

OTHER BUSINESS SERVICES

ADDITIONAL COMPLIANCE

<i>POPI Compliance Certificate</i>	R5990-00
<i>Comprehensive POPI Implementation (for trading companies)</i>	R4690-00
<i>Due Diligence</i>	R990-00
<i>Business Valuation</i>	R9990-00

TRANSPORT & TRADING COMPLIANCE

<i>Cross Border Permit for Minibus (Passengers)</i>	R13900-00
<i>Cross Border Permit for Bus (Passengers)</i>	R17900-00
<i>AGOA Trade Agreement</i>	R1990-00
<i>EUR 1 Certificates</i>	R3990-00

MARKETING & BRANDING

<i>Professional Logo Design (Custom Design)</i>	R2990-00
<i>Business Website</i>	R6990-00
<i>E-Commerce Solutions</i>	R9990-00
<i>Branding (Business Card / Email Signature/ Letterhead)</i>	R1790-00
<i>Company Profile (5-Pages)</i>	R1790-00
<i>Social Media Setup (Facebook / LinkedIn)</i>	R1790-00
<i>Custom Designs (Flyer / Vehicle Branding / Labels / Stickers)</i>	R1290-00