BUSINESS REGISTRATION DIVISION

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PRICE LIST

Compliance Service Rates	
Company name reservation (COR9.1 form)	R120.00
Company name reservation extension (COR9.2 form)	R100.00
Resubmit name if name has expired or rejected by The Commission	R120.00
Online New Private Company Registration - Pty Ltd	R429.00
Manual New Private Company Registration - Pty Ltd	R459.00
Online New Personal Liability Company registration - Inc	R900.00
Manual New Personal Liability Company registration - Inc	R999.00
Online New Non-Profit Company Registration	R799.00
Manual New Non-Profit Company Registration (long format)	R1229.00
External (Foreign) Company Registration	$299.00 USD
Certificate of incorporation for companies or close corporations	R100.00
Non-Profit Organisation - With Department of Social Development	R799.00
Memorandum of incorporation amendments	R550.00
Application to convert a close corporation to a private company	R850.00
Special resolutions for companies (per resolution)	R430.00
Share certificate	R150.00
Reinstatement of deregistered company (not through non-compliance)	R850.00
Registration of director or removing a director	R350.00
Appointment of director or removing a director (1-3 directors)	R350.00
Appointment of director or removing a director (1-5 directors)	R399.00
Appointment of director (1-3) and removing a director (1-3) (combo)	R399.00
Appointment of director (1-5) and removing a director (1-5) (combo)	R450.00
Change of Company Name	R650.00
Deregistration of Company or CC	R450.00
Change of address of registered office	R250.00
Change the Year End - PTY	R400.00
Consolidation of MOI	R750.00
Annual Return Fees	
CIPC annual return - Company - Less than R1 Million turnover	R250.00
CIPC annual return - Company - Less than R1 Million turnover (late submission)	R390.00
CIPC annual return - Company - At least R1 Million but less than R10 Million Turnover	R750.00
CIPC annual return - Company - At least R1 Million but less than R10 Million Turnover (late submission)	R800.00
CIPC annual return - Company - At least R10 Million but less than R25 Million Turnover	R2900.00
CIPC annual return - Company - At least R10 Million but less than R25 Million Turnover (late submission)	R3200.00
CIPC annual return - Company - R25 Million or more turnover	R5500.00
CIPC annual return - Company - R25 Million or more turnover (late submission)	R5900.00
CIPC annual return - Close Corporation	R350.00

CIPC annual return - Close Corporation (late submission)	R390.00
Lodgement of annual return by a public company	R5500.00
Lodgement of annual return by an external company	R5500.00
Lodgement of annual return by associations not for gain (incorporated under section 21)	R350.00
Other CIPC services	
CIPC Searches	R250.00
Credit Searches (Individual)	R250.00
Credit Searches (Company)	R799.00
Written confirmations and formal letters on behalf of clients to third Parties	R799.00
Annual company secretarial fee (maintenance and safekeeping of company registers and minutes / statutory updates)	R1999.00
Trust Registrations	R1,300.00
Intellectual Property	
Trade Mark Registration	Quote Request
Copyright	Quote Request
Patents	Quote Request
CC related Registrations	
Basic CC amendments (Change in composition of members, accounting officer, member, members of CCs addresses, members contributions and % ownership)	R450.00
Comprehensive CC amendment (including change name of CC and change in principal business)	R550.00
Conversion from CC to (Pty) Ltd	R859.00
Co-operative related Registrations	
Online Co-Operative Registration	R800.00
Manual Co-Operative Registration	R899.00
Changes to the Name of the Co-operative	R459.00
Application for the amalgamation of two or more co-operatives [Section 57(4)]	R750.00
Comprehensive Co-op amendment (including change name of Co-op and change in principal business)	R650.00
Changes to the Board of Directors	R359.00
Conversions from Company to a Co-operative	R859.00
Appointment, Resignation and Removal of Auditors	R359.00
Change an old Registration Number to a new Registration Number	R469.00
Changes to the Registered Address and Location of Co-operative Records	R359.00
Tax Service Rates	
Income Tax Registrations	R400.00
PAYE/UIF/SDL Registration (SARS)	R899.00
VAT Registration	R999.00
PAYE Registration	R399.00
Tax Clearance application (tender/good standing)	R350.00
Tax Clearance application (foreign investment)	R350.00
PBO application	R650.00
UIF Registration with Department of Labour	R290.00

Registration for WCA at Department of Labour	R600.00
Submission of VAT201 via e-filing	R210.00
Submission of EMP201 via e-filing	R210.00
IRP 5 preparation and reconciliation (per employee)	R80.00
Submission of annual WCA return	R350.00
Submission of UI19 form at the Department of Labour	R350.00
Application for tax directives	R490.00
Tax advisory and strategy	R490.00
Import license	R1,075
Import and export license	R1,650
Design Fees	
On application for registration of a design for each application	R659.00
On application to register for statement of grounds for decision in terms of regulation 28	R619.00
Late lodgement of documents in terms of regulation 23	R120,00
Other services	Quote Request
EME BEE Services Rates	
BEE Affidavit	R120.00
EME BEE Certificate (company less than 12 month)	R499.00
EME BEE Certificate (Turnover under R5 million)	R599.00
CIBD Service Rates	
CIDB Registration (Grade 1)	R750.00
CIDB Registration (Grade 2-9)	R2,750.00
Renewal	R690.00
NHBRC Service Rate	
NHBRC Registration	R2980.00
Government Database Registration Rates	
Central Database Registration	R300.00
1 Municipality database registration	R500.00
1 Provincial and Nation department database registration	R500.00
COIDA Service Rates	
Online COIDA Registration	R600.00
Manual COIDA Registration	R699.00
Online application for a letter of Good standing/or Renewal - Compensation Fund	R410.00
Manual application for a letter of Good standing/or Renewal - Compensation Fund	R430.00
File Return of Earnings with Compensation Fund on your behalf	R350.00

Bookkeeping Rates	
Collection and delivery of information	R14.00 per km
Sorting of documentation (when not filed)	R770 per month
Processing of information on Pastel (incl management reports)	R770 per month
Extra cost for processing larger quantities (per assessment by Principal)	R699.00
Debtors management (invoicing, statements & payment follow ups)	R850.00

Extra cost for processing larger quantities (per assessment by Principal)	R650.00
Payroll Rates	
Salary preparation, payslips and submission of Emp 201(Less than 25 employees)	R75 per employee
Salary preparation, payslips and submission of Emp 201 (More than 25 employees)	R95 per employee
Annual Financial Statements, Assurance Services and Income Tax Services	
Prices subject to client maintaining their own records. A correct trial balance must be provided, otherwise a surcharge may be added	
Individual basic income tax - IRP5 only (includes administration)	R430 per year
Individual income tax - with additional income sources (includes administration & provisional tax)	R 999 per year
Individual income tax - with commission earning (includes administration & provisional tax)	R1200 per year
Sole Proprietor annual financial statements & income tax (includes administration and provisional tax)	R 2600 per year
Partnership annual financial statement & income tax (includes administration and provisional tax)	R3 200 per year
Close Corporation annual financial statements & income tax (includes administration and provisional	R3 900 per year
Company annual financial statements & income tax (includes administration and provisional tax)	R4 900 per year
Additional cost for capital gains tax calculations included above	R600 per year
Branding and Design	
Logo Design	R450.00
Business Cards (500 Laminated Cards Single Sided)	R495.00
Business Cards (500 Not Laminated Cards Single Sided)	R450.00
Web design/development (5 pages website)	R1250.00
Web design/development (more than 5 pages website)	Quote Request
Business Planning and Advisory	
Business Profile (standard design)	R399.00
Business profile (graphical design)	R699.00
Business Proposal	Quote Request
Business Plan	Quote Request
Business Valuation	Quote Request
Due Diligence	Quote Request
Feasibility Studies	Quote Request
Marketing Strategies and Plans	Quote Request
Other Services Rate	
Available on quote request	