



(D)	Particulars of Mortgagee/Chargee/Debenture Holder (Description of persons entitled to the charge)																	
<i>Company Name*</i>																		Description of persons entitled to the charge can be banks, security agents, etc
<i>Registration Number*</i>																		
<i>Tin</i>																		

\_\_\_\_\_  
Name\*

\_\_\_\_\_  
Signature\*

<i>Date*</i>	D	D	M	M	Y	Y	Y	Y
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#### For Office Use Only

<i>Date of Submission of Document</i>																	
<i>Transaction ID Number Allocated</i>																	
<i>Office Description</i>																	

#### **Important Information**

##### **Privacy Notice**

**Collection of Information:** We collect personal identifiable information, like names, postal addresses, email addresses, etc., when voluntarily submitted by our customers. The information provided is used to fulfill your specific request.

**Distribution of Information:** This would be done as permitted or required by law / Companies Act 2019 (Act 992)

**Commitment to Data Security:** Your personal identifiable information is kept secure. Only authorized employees, agents and contractors who have agreed to keep information secure and confidential have access to this information.

##### **Change Notice**

Every company is required to furnish the Registrar with any change after incorporation e.g. Change of Company Name, Change of Address, Change of Director(s) / Secretary etc.

##### **Annual Return of a Company Incorporated**

All companies incorporated are to file mandatory Annual Returns after the first eighteen months together with Audited Accounts and subsequently annually at a fee. Late/Non Filing attracts Penalties

##### **Check List (✓)**

Please make sure you have complied with the following		
The document has been signed at all indicated places		
Agreement stamped at Land Valuation Board		
If application exceeds 45 days, then attach extension of time from the court		