



**OFFICE OF THE REGISTRAR
OF COMPANIES**

**NOTICE OF ENTRY INTO POSSESSION
THE COMPANIES ACT, 2019 (ACT 992) PURSUANT TO SECTION 119**
FILL ALL FORMS IN BLOCK LETTERS, AND LEAVE SPACES IN BETWEEN WORDS
PLEASE WRITE ALL WORDS WITH NO ABBREVIATIONS
ALL FIELDS MARKED WITH AN ASTERISK (*) INDICATES A MANDATORY FIELD

FORM 11A

A fee is payable on presentation of this form. Please see the fees on our website www.rgd.gov.gh

Read the instructions before completing the Form. Incomplete applications or invalid data may delay the registration

(A)

<i>Company Name*</i>		Name should be exact as registered, should there have been any Change of Name after registration do state the new name
<i>Registration Number*</i>		The Registration Number is stated at the top left side of the Registration Certificate
<i>Presented By*</i>		Full name and TIN of the natural person or legal entity submitting documents to the Registrar of Companies
	TIN*	
To the Registrar of Companies		

(B)

	<p>I, hereby give notice that under the provisions of a charge date the day of20....., and created by</p> <p>.....Limited, I entered into possession of the Company's property which was charged thereunder.</p>									
<i>Short particulars of the property:-*</i>										
<i>Name*</i>										
<i>Signature*</i>									
<i>Date*</i>	<table border="1" style="display: inline-table; border-collapse: collapse; font-size: x-small;"> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y	
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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

All supplementary Forms are attached, if any