



SHELEV STATUTORY SERVICES (PTY) LTD

2013/199356/07
(previously MA Statutory Services)

1185 Collins Avenue, Moregloed, 0186
012 333 7526 / 061 537 8507

Jeremia 29:11 Plans to prosper and not to harm you

CONVERSION FROM A PROFIT COMPANY TO A NON- PROFIT COMPANY

Please ensure legibility and correct information as the company will be registered with the information as specified by you in this document.

A non-profit company must have a minimum of **three (3)** initial directors.

The following documents must be supplied to us for processing of your application:

- fully completed document and signed Special Power of Attorney (page 3);
- certified ID's/Passport copies of all directors (clear photo and text). If it is a smart card ID, both sides must be copied on 1 (one) page;
- resolution of board of directors with clear description of the decision that was made and approved;
- copy of the new MOI (only is standard MOI is not to be used);
- proof of payment.

Full payment of **R1390** the fee must be made before any documents can be lodged with the Commission (CIPC) and must be paid into the following account:

Bank : **FNB (6262 394 3124, bank code: 270 553)**
Reference : **(Your Co name)**

The information supplied by you in this form will be accepted as true and correct and the COR15.2 will be compiled accordingly.

The processing time will depend on your supplying this office with the correct documents and information and the workload of CIPC (Companies and Intellectual Property Commission).

When the conversion is finalized, you will be informed and the amended certificate will be forwarded to you.

INFORMATION REQUIRED FOR THE CONVERSION TO A NON- PROFIT COMPANY

Name of Company: <small>(in order of preference -if changing)</small>	1.
	2.
	3.
	4.
Postal address and code of the company:	

Street address and code of registered office:			
Financial Year end:			
Tel no and code:		Fax no and code:	
Cell no:			
E-mail address:			

Please choose one of the following options:

1. How will directors be chosen by the company:

During annual general meeting held within 6 months after the financial year	
General Directors meeting held or round robin approval by directors within 10 working days	

2. Main Objective of the company:

Community Social Welfare	
Community Youth Development	
Community Health Care Services	
Community Economic Empowerment and Foundation	
Religious worship and other religious community outreach activities	
Community training and educational development	
Home Owners Association	

DIRECTOR 1:

Surname:	
Full Names:	
Identity Number (if not SA citizen, date of birth):	
Residential Address and Code:	
Postal Address and Code:	
Email address:	
Cell phone:	

DIRECTOR 2:

Surname:	
Full Names	
Identity Number (if not SA citizen, date of birth):	
Residential Address and Code	
Postal Address and Code:	
Email:	
Cell phone:	

DIRECTOR 3

Surname:	
Full Names	
Identity Number (if not SA citizen, date of birth):	
Residential Address and Code	
Postal Address and Code:	
Email address:	
Cell phone:	

DIRECTOR 4

Surname:	
Full Names	
Identity Number (if not SA citizen, date of birth):	
Residential Address and Code	
Postal Address and Code:	
Email address:	
Cell phone:	

PLEASE MAKE COPIES OF THIS PAGE TO ACCOMMODATE ALL DIRECTORS

POWER OF ATTORNEY

I/We, the undersigned,

(full names) _____ Signed _____

(full names) _____ Signed _____

(full names) _____ Signed _____

(full names) _____ Signed _____

Do hereby nominate, constitute and appoint **MALINDA ALBERTSE/ THANJA ERASMUS**, with power of substitution, to be my/our lawful agents in my/our name, place and stead,

1. To reserve a Company name indicated by me/us to my/our said agents or a name as close as possible to said indicated name in the sole discretion of my/our said agents, to complete such forms as may be necessary for the reservation of said name and to apply for the extension of such reservation when necessary, to vary and change said name in the event of the name not being acceptable to the Registrar of Companies;
2. To prepare, draw, compile and sign the Memorandum of Incorporation (MOI) of a Company to be formed using the said reserved name and to sign any other required forms or documents for the registration of said Company; to subscribe for shares on my/our behalf;

To lodge all necessary documentation with the Commission (CIPC);
3. To substitute, alter or amend any forms, documents, MOI, as may be necessary and required by the Commission for said registration;
4. To uplift and collect the MOI, the Certificate of Incorporation and all other said forms or documents from the Commission;
5. To regard this as instructions from myself/ourselves in my/our personal capacity/capacities, the cost of which is payable by me/us and generally for effecting the purposes aforesaid, to do or cause to be done whatsoever shall be requisite, as fully and effectively for all intents and purposes and I/we might or could do if personally present and acting herein – hereby ratifying, allowing and confirming and promising and agreeing ratify, allow and confirm all and whatsoever my/our said agents shall lawfully do or cause to be done by virtue of these presents.

Thus done and executed at (place) _____, on (date) _____, in the presence of these witnesses:

Witness 1 _____

Witness 2 _____