EXTERNAL COMPANY REQUIRING REGISTRATION THE COMPANIES ACT, 2019 (ACT 992) SECTION 330



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

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

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

(A)			.0										,	,		Ü							
Company Name*												Name should be the same as found on Statutory Documents of the body corporate incorporated outside Ghana. Ghana or any other word cannot be added to distinguish the body Corporate Incorporated outside Ghana from the branch being registered.											
Presented By*	*											Presented by a Local Manager of Process Agent											
						T	IN																
(B)									Sec	ctor((s)*							,					
Legal	Estate/Housing Media Transport/Aerospace												Choose your sector by ticking th box next to it.										
Utilities	Educ	ation			Shij	pping	g & I	Port			Est	ate/	Hou	sing	,				Specify sector(s).				
Tourism	Minir	ıg/Qua	arry			pital							innir						If your sector is not listed, write				
Insurance	Enter	tainm	ent		Shij	pping	g & I	Port			Oth	ers(pleas	se sp	pecify	<i>l</i>)			your sector in the space provide				
Agriculture	rure Food Industry Securities/Brokers											for "others".											
Oil and Gas	Gas Manufacturing Commerce/ Trading																						
Construction	0																						
Telecom/ICT																							
(C)]	Prin	cipal	Bu	sine	ss A	ctivi	ities	*									
	elect the International Standard Industrial Classification (ISIC) code number(s) for the principal ctivity and other activities															ISIC or classification code is a standard classification for economic or business activitie							
	ISIC code	1																	so that establishments could be				
	ISIC code	2																	classified based on the activity they carry out.				
	ISIC code	3																					
	ISIC code	4																	A detailed list of ISIC or classification codes can be foun				
If you cannot dete	ermine a co	de, pl	ease g	ive a	brie	ef des	scrip	tiono	f the	e con	npan	y's b	usin	ess	activ	ity b	elow	*	on our website at www.orc.gov.gh				
																			The ISIC code or nature of business(Objects) provided				
	Business Object(s)										should not be different from that of the body corporate incorporated outside Ghana.												
(D)]	Regi	ster	ed 0	ffic	e Add	lres	s In	Cou	ntry	of I	nco	rpo	ratio	n						
House/Building/																			This address should be the same				
(Name or House I	e or House No.)/LMB*											address as found on the statutor documents of the body											
Street Name*																		corporate.					
City*																							
PMB/DTD																							
P.O.BOX												-											

State/Province*																	
Country of Incorporation*																	
Zip Code*																	-
(E)					Dwin	ain	al Di	000	of D	usine	ogg i	n Ch					
		Τ	Τ	Π	PIII	icip	ai Pi	ace	OI DI	uSIII	255 1	II GI	lana			<u> </u>	This is the address at which the
Digital Address*																	external company will operate
House/Building/Flat (Name or House No.)/LMB*																	from Ghana.
																	The digital address can be
Street Name*																	obtained by downloading Ghana
City*																	Post GPS app onto any smart phone. To get accurate address,
District*																	stand at the entrance of the said
Region*																	location or office
PMB/DTD*																	=
P.O.BOX*																	=
							L										
(F)		1	1	T			P	osta	ıl Ad	dres	SS	ı	ı	ı			
(c/o)																	Please tick either post office box (P O BOX), private mail bag (PMB) or door to door (DTD) and
Postal Type*		ΡO	ВОХ			PMI	В			D	ΓD				· · · · ·		provide details as applicable.
Postal Number*																	
Postal Town*																	_
Postal Region*																	_
(G)							Co	ntac	ts in	Gha	ına						
Phone No 1*			Ι				Τ										
Phone No 2																	
Mobile No 1*																	
Mobile No 2																	
Fax																	
Email Address*																	
Website																	
(H)						Par	ticul	ars	of Lo	cal I	Man	ager	•				
Title*	N	л Лr	Ι		Mrs		Ι		iss			/Is			Dr		The duly appointed Local
Gender*		ale			ema												Manager should be resident in the country and can either be
First Name*	1,1			_	Cina												Ghanaian or non-Ghanaian. A
Middle Name*																	person shall be appointed as
Last Name*																	Local Manager if that person is eligible to be appointed as a
Date of Birth*	D	D	М	М	Y	Y	Y	Y									director in a company
Any Former Name*																	incorporated in Ghana. Section 332 (2)
Nationality*																	Section 332 (2) Section 172 and 173 of Act 992.
Occupation*																	_
TIN*																	
Ghana Card(National Identity	Caro	!)*		(GHA												This address when provided will
Without TIN		_	CRA'				ched	<u> </u>						<u> </u>			not appear on public record, unlike that of the addresses that
Residential Address	1.111		J11/1	* * 114 I	01 III	atta	CIICU										will be provided for the
Digital Address*																	_Company.
House/Building/Flat																	Obtain a digital address by
(Name or House No.)/LMB*																	downloading the Ghana Post GPS app onto any smart phone
Street Name*																	
City*		1		I													
						<u></u>		<u></u>							<u> </u>		
District*																	
•																	

Mobile No 1*																						
Mobile No 2	+																	_				
Email Address*	+																	-				
Emun Audress																		_				
Signature*																	Must be signed by the Local Manager in Ghana					
(1)						P	owe	r of	Atto	rney	/(PO	A)										
A document mandating the L	ocal l	Man	ager	to re	pres	sent	the c	omp	any	in Gl	hana	and	mus	t be	nota	rise	d by	Attach Power of Attorney				
a Notary Public in the country	y of I	ncor	pora	tion																		
Power of Attorney*																						
(J)	Pa	artio	cular	's of	Pers	son	Auth	oris	ed to	o Ac	cept	Ser	vice	of Pı	roce	ss a	nd					
	Other Documents on Behalf of Company																					
Title*		I	Mr		M	Irs		M	iss		N	⁄Is			D	r		The process agent is one				
Gender*	М	ale		F	ema	le												authorized by a body corporate to accept service of processes				
First Name*																		and other documents on behalf of				
Middle Name*																		the external company. This can either be a natural or artificial				
Last Name*																		person				
Date of Birth*	D	D	M	M	Y	Y	Y	Y														
Any Former Name*																						
Nationality*																						
Occupation*																						
TIN*																I						
Ghana Card(National Identity	Carc	1)*			GHA	-																
Without TIN	ithout TIN Fill GRA TIN Form attached																					
esidential Address																						
Digital Address*	1																					
House/Building/Flat																						
(Name or House No.)/LMB*																		-				
Street Name*	+																	-				
City*	+																	-				
District*																		-				
Region*																						
Country*																		-				
Mobile No 1*																		-				
Mobile No 2																		-				
Email Address*																		-				
																		-				
Signature*		ı				'																
(K)	In	Case	e of a		_		Body Docu					_			e of	Proc	cess					
Corporate Name*																		For authentication purposes, two officers of the Company				
Corporate TIN*	+					1										I	1	are to sign their signatures together with a seal or stamp				
Digital Address*																		of the Company				
Corporate Address																		-				
H/No. LMB*																		-				
P.O. Box/DTD/PMB*				1														1				
Name of Person Representing the																						
Body Corporate *																						

TIN of Representative*																
Ghana Card(National Identity (Card)*		GHA	-												
Signature(Corporate Representative)*																
Corporate Stamp*																
			Attes	ted l	by											
Director*	TIN															
Ghana Card(National Identity (Card)*		GHA	-]
Name*																1
																1
Signature*																
Secretary*	TIN															
Ghana Card(National Identity	Card)*		GHA	-												
Name*																
Signature*																In the change of a term on a
D		Or ii	n the A	lter	nati	ve									1	In the absence of a stamp or a seal of the Company, the
Director*	TIN		CYYA													signature of two directors and a
Ghana Card(National Identity	Card)*		GHA	-												Company Secretary are needed for authentication purposes
Name*																-
																_
Signature*																
Director*	TIN															1
Ghana Card(National Identity (Card)*		GHA	-												1
Name*																=
																1
Signature*																
Secretary*	TIN															
Ghana Card(National Identity (Card)*		GHA	-												
Name*																
Signature*																
(L)					Ca	apita	al Ar	nou	nt							
Nominal Capital																Capital details must be the same
Authorised Capital*																as on the Notary Document
Issued Capital*															!	1
Capital Paid up in Cash*																1
Capital Paid up otherwise than																-
in Cash																-
		1 1	1	ı	1	1 1			1	1	1	1	1	1	1	i .

(M)				1	Renet	ficial	Owne	r(R(<u>))</u>										
A beneficial owner (or owners) is to influence over the legal person (or beneficial owner is an individual at	arrangemer	nt) or	rece	al pe ives s	rson v	vho ov	ns, co	ntrol	s, has						Secti	ion 35) and (1 92	.5) of Act
SANCTIONS: Failure to disclos							ns and	l pena	alties										
Fill the BO Form attached /Dov	vnload (we	bsite	www	w.or	c.gov.	gh)													
				F	or Of	fice (se O	nly											
Date of Submission of Document	*																		
Name of Company Inspector*																			
Filing Date*																			
Signature*				•••															
Important Information	,																		
Notes																			
Constitution, Charter, Statutes, Regulation in a language acceptable to the Registrar The above documents should be notarise the said country of origin. Applicants should also submit to the Registhe company. See section 330(1) (c) of Action in the Register of Status (c) of Action 2001.	d by a Notary strar a Statem	Public	from	the co	ountry o	of origin	or duly	/ stam	ped and	d seal	ed by	the r	elevan	t Emba	ssy o	r Cons	sulate	e of Gh	ana from
Privacy Notice																			
Collection of Information: We collect per The information provided is used to fulfil Distribution of Information: This would be Commitment to Data Security: Your pers information secure and confidential have	your specific r be done as per sonal identifiat	equest mitted ole info	t. For re ormati	quired	d by law	ı / Com	oanies	Act 20	19 (Act	992)									
Change Notice																			
Every company is required to furnish Director(s) / Secretary etc.	the Registra	r with	any	chan	ge afte	r incor	porati	on e.g	g. Char	ige o	f Con	npan	y Nan	ne, Cha	ange	of Ac	dre	ss, Cha	ange of
Financial Statement / Group Accounts																			
All External Companies are to file Group of documents to the Registrar. Section 334 Late/Non Filing attracts Penalties		every y	year a	t inter	rvals of	not mo	re thar	fiftee	n mont	hs, a	Stater	ment	of Fina	ancial P	ositio	on amo	ongst	t other	
Check List (✔)																			
Please make sure you have complied	with the fol	lowing	3																
The document has been signed at all indi	cated places																		
Power of Attorney attached																			
Filled TIN Form(s), if any																			
Filled BO Form attached, if any																			
Attach Registration Document of incorpo	rated Compan	y i.e. C	harte	r, Mei	morand	lum,													

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Page	~	~£	_
Pave	n	()1	n