Form 11

(Regulation 12)

(In typescript and completed in duplicate)



**THE PATENTS AND COMPANIES REGISTRATION AGENCY**

**The Companies Act, 2017**

**(Act No. 10 of 2017)**

**\_\_\_\_\_\_\_\_\_\_\_\_**

**The Companies (Prescribed Forms) Regulations, 2018**

***(Section 140 and 150)***

***Available at*** [***www.pacra.org.zm***](http://www.pacra.org.zm)

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **NOTICE OF ALTERATION OR REDUCTION OF SHARE CAPITAL** | | | | | | | | | | | |
| **PART A**  **COMPANY DETAILS** | | | | | | | | | | | |
|  | Company Number  *Indicate the 12 digit registration number* | | | | |  | | | |  | |
|  | Company Name  *Indicate the name as captured on the certificate of incorporation* | | | | |  | | | |  | |
|  | Phone Number  *Include the international code (e.g. +260 for Zambia)* | | | | *Mobile* |  | | | |  | |
| *Landline* |  | | | |
|  | Email Address | | | | |  | | | |  | |
|  | Type of Alteration  *State the nature of alteration* | | | | | Shares Increased | | |  | *Attach special resolution* | |
| Shares Consolidated | | |  |
| Shares Divided | | |  |
| Shares Subdivided | | |  |
| Shares Converted | | |  |
| Shares Cancelled | | |  |
| The Stock Reconverted | | |  |
| Shares Redeemed | | |  |  | |
| Shares Reduced | | |  | *Attach court order* | |
|  | Date of Resolution | | | | |  | | | |  | |
|  | Nominal Capital | | *Current* | | |  | | | |  | |
| *New* | | |  | | | |  | |
|  | Class of Shares  *If “other” indicate the specific class of shares* | | | | | ORDINARY | PREFERENTIAL | OTHER | |  | |
|  | Number of Shares *Indicate Nominal Capital before and after alteration* | | | *Current* | |  |  |  | |  | |
| *New* | |  |  |  | |  | |
|  | Par Value | | | *Current* | |  |  |  | |  | |
| *New* | |  |  |  | |  | |
|  | Amount of reduction  *Applicable to reduction in capital* | | | | |  | | | |  | |
|  | Court Order  *Indicate Court order number and attach court order where there is a reduction in capital* | | | | |  | | | |  | |
| **PART B**  **DECLARATION** | | | | | | | | | | | |
|  | I, the undersigned, confirm that the information contained above is true and correct.  First Name:  Surname:   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Capacity: | Director |  | Secretary |  |   Signature: Date: | | | | | | | | | | |
| **PART C**  **PARTICULARS OF PERSON LODGING NOTICE** | | | | | | | | | | | |
|  | First Name | | | | |  | | | | |  |
|  | Surname | | | | |  | | | | |
|  | Gender | | | | |  | | | | |
|  | Date of Birth | | | | |  | | | | |
|  | Nationality | | | | |  | | | | |  |
|  | Identity Type  For Zambians: *NRC*  For non-Zambians: *NRC/Passport/ Driver’s Licence/Resident Permit* | | | | |  | | | | |  |
|  | Identity Number | | | | |  | | | | |
|  | Phone Number | *Mobile* | | | |  | | | | |
| *Landline* | | | |  | | | | |
|  | Email Address | | | | |  | | | | |  |
|  | Physical Address | *Plot/House/ Village* | | | |  | | | | |  |
| *Street* | | | |  | | | | |
| *Area* | | | |  | | | | |
| *Town* | | | |  | | | | |
| *Province* | | | |  | | | | |
| *Country* | | | |  | | | | |
|  | Signature: Date: | | | | | | | | | | |
| *Attach Form 20 where applicable* | | | | | | | | | | | |