



Companies and Intellectual
Property Commission

a member of the dti group

NOTICE TO CUSTOMERS

Notice 56 of 2018

ANNUAL RETURNS FILING TO INCLUDE ANNUAL FINANCIAL STATEMENTS OR FINANCIAL ACCOUNTABILITY SUPPLEMENTS SUBMISSIONS AS OF 01 SEPTEMBER 2018

As from 01 September 2018 CIPC will be introducing the verification that either an Annual Financial Statement (AFS) or a Financial Accountability Supplement (FAS) has been submitted to the CIPC. The verification of the above will form part of the Annual Returns (AR) filing process via all channels in terms of which Annual Returns can be filed including but not limited to CIPC E-services, and be mandated at the beginning of an AR filing.

Towards enforcing Section 33 and Regulation 30 of the Companies Act, an AR filing may only proceed once the relevant AFS(s) or FAS(s) has been submitted/uploaded.

AFS(s) and FAS(s) can be submitted independently prior to AR filing via the menu button on the e-Services platform. Should verification of the AFS or FAS fail at the beginning of the AR filing, Customers will be redirected to the relevant portal or hyperlink that will facilitate the filing of the AFS or FAS. The uploading of AFS(s) will follow the XBRL route and Customers are required to file AR(s) afterwards, whilst FAS(s) can be captured immediately prior to the filing of the AR.

For more enquiries relating to the submission of annual returns, Audited Financial Statements and Financial Accountability Supplements, kindly log a ticket via www.cipc.co.za/enquiries. Depending on the nature of the enquiry the below categories must be selected:

- Annual Returns – Companies and Close Corporations / Annual Returns
- Audited Financial Statements and Financial Accountability Supplements – Companies and Close Corporation / Financial Statements or Companies and Close Corporations / Independent Reviews
- XBRL – Companies and Close Corporations / XBRL

Yours faithfully,


Adv. Rory Voller

Commissioner: CIPC

21 August 2018