



THE COMPANIES ACT, 1963 (ACT 179)
**NOTICE OF CHANGE OF A DIRECTOR OR SECRETARY
 OR NOTICE OF CHANGE IN THE PARTICULARS OF
 A DIRECTOR OR SECRETARY**
(Section 197 (3) and 335 A (1) (c))

FORM 17

INSTRUCTIONS: COMPLETE FORM WITH BLACK INK AND IN BLOCK LETTERS
PLEASE SPELL OUT ALL WORDS –NO ABBREVIATIONS
**INDICATES MANDATORY FIELD*

Registration No. of Company	
Company TIN (Taxpayer Identification No.)	
Name of Company:	
	LIMITED
Presented by:	
To the Registrar of Companies:	P. O. Box 118, Accra

The above mentioned company hereby gives you notice, in accordance with section 197 (3) of the Companies Act, 1963(Act 179) that:

Nature of Change:	
Date of Change:	dd/mm/yyyy

If the change consists of the appointment of a new Director or Secretary, fill in particulars below

(A)
1st Director

TIN:	
First Name:	
Middle or other Names:	
Surname:	
Any Former Forename or Surname:	
Nationality:	

Residential Address:																				
HNO / PMB / DTD:																				
Mobile Number 1:																				
Mobile Number 2:																				
Fax:																				
E-mail Address:																				
Business Occupation:																				
Particulars of other Directorships:																				

2nd Director

TIN:																				
First Name:																				
Middle or other Names:																				
Surname:																				
Any Former Forename or Surname:																				
Nationality:																				
Residential Address:																				
HNO / PMB / DTD:																				
Mobile Number 1:																				
Mobile Number 2:																				
Fax:																				
E-mail Address:																				
Business Occupation:																				
Particulars of other Directorship:																				

3rd Director

TIN:																				
First Name:																				
Middle or other Names:																				
Surname:																				
Any Former Forename or Surname:																				
Nationality:																				

Residential Address:																					
HNO / PMB / DTD:																					
Mobile Number 1:																					
Mobile Number 2:																					
Fax:																					
E-mail Address:																					
Business Occupation:																					
Particulars of other Directorships:																					

*Additional Sheets may be added if Directors are more than three

Secretary

TIN:																					
First Name:																					
Middle or other Names:																					
Surname																					
Any Former Forename or Surname:																					
Nationality:																					
Residential Address:																					
HNO / PMB / DTD:																					
Mobile Number 1:																					
Mobile Number 2:																					
Fax:																					
E-mail Address:																					
Occupation:																					

IN CASE OF A CORPORATE BODY ACTING AS A SECRETARY

*Corporate Name:																					
*Corporate Address H/No./LMB:																					
P.O.Box/DTD/PMB:																					
Mobile Number 1:																					
Mobile Number 2:																					

Fax:																					
E-mail Address:																					
Website:																					
*Corporate stamp:																					
*Corporate TIN:																					
*Name of person representing the Corporate body:																					
Mobile Number of Representative:																					
E-mail Address of Representative:																					
TIN of Representative:																					
*Signature (Corporate Representative): -----																				
..... <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <p>Name</p> <p>(State whether Director or Secretary)</p> </div> <div style="text-align: center;"> <p>Signature</p> </div> </div>																					
TIN:											Date:										
										d d / m m / y y y y											
For Official Use Only																					
Date of Submission of Document:											(dd/mm/yyyy)										
Transaction ID Number Allocated:																					
International Standard Industrial Classification (ISIC) Code:																					
Office Description: -----																				