



THE COMPANIES ACT, 1963(ACT 179)
PARTICULARS OF A CONTRACT RELATING TO SHARES
(Sections 42 (2) and 335A(1)(n))

FORM 6

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

Registration No. of Company	
Company TIN (Taxpayer Identification No.)	
(A)	
Name of Company:	
	LIMITED
Presented By:	
(B) Particulars of contract relating to shares allotted as fully or partly paid up otherwise than in cash by the Company above stated	
1. The number of shares allotted as fully or partly paid up otherwise than in cash.	
2. The nominal amount of each share.	GH¢
3. The amount to be considered as paid up on each share otherwise than in cash.	GH¢
4. If the consideration for the allotment of the shares is services, or any consideration other than that mentioned below in (5), state that consideration.	
5. If the allotment is made in satisfaction or part satisfaction of the purchase price of property, give a brief description of the property and full particulars of manner in which the purchase price is to be satisfied.	1. Brief description of property
	2. Purchase price GH¢
	(a) Total amount considered as paid on shares allotted otherwise than in cash.....GH¢
	(b) Cash.....GH¢

	(c) Amount of debt released or liabilities assumed by the purchaser (including mortgages on property acquired).GH¢
	Total purchase price.....GH¢

(C) Full Particulars of Property which is the subject of the sale, showing in detail how the total purchase price is apportioned between the respective heads

Legal Estates in Freehold Property and Fixed Plant and Machinery and other fixtures on it. (a)																					
Legal Estate in Leasehold Property (a)																					
Fixed Plant and Machinery on Leasehold																					
Property (including tenant's trade and other fixtures)																					
Equitable interests in Freehold or Leasehold Property (a)																					
Loose Plant and Machinery, Stock-in-Trade and other Chattels (b)																					
Goodwill and Benefits of Contracts																					
Patents, Designs, Trade Marks, Licenses, Copyright & (C)																					
Books and other debts																					
Cash in hand and at Bank on Current Account, Bill Notes & (C)																					
Cash on Deposit at Bank or elsewhere																					
Shares, Debentures and other investments																					
Other Property																					

GH¢

(D) Declaration

Name
 (State whether Director or Secretary)

Signature

TIN

--	--	--	--	--	--	--	--	--	--

Date:

--	--	--	--	--	--	--	--

 d d / m m / y y y y

For Official Use Only

Date of Submission of Document:	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>									dd/mm/yyyy		
Transaction ID Number Allocated:	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>											
International Standard Industrial Classification (ISIC) Code:	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>											
Office Description:	-----											

(For instructions as to signing etc., see Notes on subsequent pages)

NOTES

This Form must be signed by a Director or Secretary and sent by post to the Registrar of Companies, P. O. Box 118, Accra, be electronically delivered or hand delivered to the Offices of the Registrar-General's Department within twenty eight days after any change in any of the particulars registered.

Where the company defaults in delivering to the Registrar with the required statement of any change in the particulars registered within twenty eight days of the change, the company and every officer of the company who is in default is liable to a fine of not more than twenty five penalty units for each day that the default continues.

A person who willfully makes a false statement on this document and knows it to be false commits an offence and is liable on conviction to imprisonment for a term of not more than two years or to a fine of not more than five hundred penalty units or to both the imprisonment and the fine.

INSTRUCTIONS TO FILL IN PARTICULARS OF A CONTRACT RELATING TO SHARES(FORM 6) (*Mandatory Fields)

Section A:

- (i) Name of the Company: State the full name of the company.
- (ii) Presented by: Mention who is presenting the contract.

Section B:

Particulars of Contracts relating to Shares allotted as fully or partly paid up otherwise than in Cash

In this section of the Form clearly mention the detailed account of Particulars of Contracts Relating to Shares Allotted as fully or partly paid up otherwise than in Cash in the provided columns. Fill in each column accurately in order to provide the required account of information about the contract.

Section C:

Particulars of Property

In this section of the Form provide all the Particulars of Property against each mentioned column in order to endorse a complete detail of the property. Fill in each column appropriately so that everything included in property should be mentioned clearly and precisely in the contract.

Section D:

Declaration

- (i) State Date in the space provided.
- (ii) Provide Signature of the Director or Secretary and also indicate clearly whether it is the Director or Secretary's signature.