

REPUBLIC OF ZAMBIA

PATRICK CHULU LEGAL PRACTITIONERS

ANNUAL RETURN SUBMISSION FORM

(Prepared in accordance with the Companies Act No. 10 of 2017)

1. INTRODUCTION

This Annual Return Submission Form is issued by Patrick Chulu Legal Practitioners to assist clients in complying with statutory obligations under the Companies Act No. 10 of 2017 of the Laws of Zambia, which requires companies to file annual returns with the Patents and Companies Registration Agency (PACRA).

2. CLIENT INFORMATION

Company Name: _____

PACRA Registration

Number: _____

Business Trading Name (if different): _____

Date of Incorporation: _____

Registered Office Address: _____

3. PURPOSE OF FORM

The purpose of this form is to:

- a) Remind the client of their statutory duty to file an annual return.
- b) Authorise Patrick Chulu Legal Practitioners to submit the annual return on behalf of the company.
- c) Provide up-to-date company particulars for the preparation and submission of the annual return to PACRA.

4. COMPANY PARTICULARS FOR ANNUAL RETURN

PC | LP

(Please complete all applicable fields. Use double spacing.)

Principal Business Activity: _____

List of Directors (Full names and NRC/passport numbers): _____

Shareholding Structure: _____

Company Secretary (Name and contact details):

Any Changes to Directors, Shareholders, or Office Address since last return?

(If yes, attach supporting documentation.)

5. AUTHORITY TO SUBMIT RETURN

I/we, the undersigned authorised representative(s) of the above-named company, hereby instruct Patrick Chulu Legal Practitioners to prepare and submit the annual return on behalf of the company to PACRA. I/we declare that the information provided herein is true and correct to the best of my/our knowledge and belief.

6. CONFIDENTIALITY

All information submitted in this form will be treated as confidential and will be used solely for compliance purposes as authorised herein.

7. GOVERNING LAW

This form and any services rendered pursuant to it shall be governed by the laws of the Republic of Zambia, in particular the Companies Act No. 10 of 2017, and shall be interpreted in accordance therewith.

8. SIGNATURE AND CONFIRMATION

Signed at _____ this ____ day of _____, 20.

Authorised Signatory:

Name: _____

Designation: _____

Signature: _____

Phone: _____

Email: _____

STAMP FIELD (if applicable):

Prepared by:

Patrick Chulu Legal Practitioners

Lusaka, Zambia