

PACRA FILING TRACKER TEMPLATE

REPUBLIC OF ZAMBIA

PATRICK CHULU LEGAL PRACTITIONERS

COMPANY FILING RECORD TEMPLATE – IN COMPLIANCE WITH THE COMPANIES ACT NO. 10 OF 2017

This document is designed for use by clients of Patrick Chulu Legal Practitioners to assist with internal compliance and regulatory obligations under the laws of the Republic of Zambia, specifically those governed by the Patents and Companies Registration Agency (PACRA) pursuant to the Companies Act No. 10 of 2017.

1. INTRODUCTION

This PACRA Filing Tracker is intended to record and monitor all statutory filings made by the Company with PACRA to ensure full compliance with Zambian corporate legal requirements.

2. COMPANY INFORMATION

Full Legal Name of Company:

Registered PACRA Number:

Date of Incorporation:

Company Secretary:

Registered Office Address:

Industry / Nature of Business:

3. PURPOSE OF DOCUMENT

This document serves as a compliance tool for maintaining a consistent and legally compliant filing record for all mandatory and optional corporate filings made to PACRA.

4. FILING RECORD LOG

Filing Type (e.g., Annual Return, Change of Directors, Share Allotment):

Date of Submission:

PACRA Reference Number / Receipt:

Date Approved by PACRA:

Filing Officer Name:

Notes (e.g., changes to directors, any rejections, fees paid):

Next Due Date (for recurring filings):

Follow-up Required:

5. GOVERNING LAW

This Tracker shall be interpreted in accordance with the provisions of the Companies Act No. 10 of 2017 and all applicable regulations issued by PACRA.

6. CONFIDENTIALITY CLAUSE

All information contained herein is confidential and proprietary to the company and shall not be disclosed to third parties without prior written consent, unless required by law.

7. DISPUTE RESOLUTION

Any dispute arising from the interpretation or use of this document shall be resolved through arbitration under the Arbitration Act, Cap. 40 of the Laws of Zambia, unless otherwise agreed in writing.

8. DECLARATION

I, the undersigned, do hereby certify that the above information is a true and accurate record of the statutory filings of the Company and will be updated as required by law.

PC | LP

SIGNED AT _____ **on this** _____ **day of** _____, 20.

Name: _____

Designation: _____

Signature: _____

Date: _____

STAMP (if applicable):

Reviewed by Patrick Chulu Legal Practitioners

Name: _____

Signature: _____

Date: _____

Stamp: _____