

**How to fill in the application form for the incorporation of a company**

An Application for Incorporation of a company must be submitted by an applicant (see Note 8)

**1. Name of proposed company**

Name of proposed company

Under this item, the name inserted should be the one already made available and reserved. (The notice of reservation must be annexed to the application form).

**2. Category**

Category:	*Domestic company	<input type="checkbox"/>
	*Category 1 Global Business	<input type="checkbox"/>
	*Category 2 Global Business	<input type="checkbox"/>

Tick the box

- (i) “**Domestic Company**” if you want to incorporate a local company which is not in the global business sector ( offshore); or
- (ii) “**Category 1 Global Business**” or **Category 2 Global Business** if the proposed company will be issued with a Global Business Licence.

**3. Nature-**

Nature:	*Private	<input type="checkbox"/>
	*Public	<input type="checkbox"/>

Tick the box, if the company is a “private or public”

**What is a private company?**

A private company is one which cannot-

- (i) have more than 25 shareholders
- (ii) make any offer to the public to subscribe for its shares or debentures
- (iii) may provide in its constitution that the right to transfer its shares is restricted.

**What is a public company?**

A **public** company is any company which is not a private company and is stated that it is a public company.

**4. Type**

<b>Type:</b> *Limited by shares	<input type="checkbox"/>	*Unlimited company	<input type="checkbox"/>
*Limited by guarantee	<input type="checkbox"/>	*Limited life company	<input type="checkbox"/>
*Limited by shares and guarantee	<input type="checkbox"/>		

The company must be one of these types-

- (i) **Limited by shares**  
No member can be called upon to pay more than the amount paid for his shares.
- (ii) **Limited by Guarantee**  
Each member undertakes to be liable to pay the company's debts up to a certain amount in the event of winding up.
- (iii) **Limited by shares and guarantee**  
The criteria at (i) and (ii) are satisfied
- (iv) **Unlimited Company**  
The liability of members is not limited at all.
- (v) **Limited Life Company**  
The company has a limited life span.

Tick one box depending on the nature of the company, as described above.

**5. Duration**

<b>Duration:</b> <input type="text"/> years <i>(where applicable)</i>
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The duration of the life of the company must be inserted, if designated as a “limited life company”.

Note that the duration of the life of a company cannot exceed 50 years from the date of its incorporation.

**6. One Person Company**

State whether: *One person company      Yes <input type="checkbox"/> No <input type="checkbox"/>
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Tick this box if you wish to form a company with one person as shareholder. The same person must also be the director.

**7. Full name of applicant and address**

**Full Name of applicants	Full Address of applicants
_____	_____
_____	_____
_____	_____

**8. Who is an applicant?**

A person alone or together with another person may apply for the incorporation of a company. The applicant can be:

- a director
- a shareholder; or
- also be an agent who has been authorised in writing.

**9. Registered Office**

Full address of Registered Office
_____

Insert here the full address to which all communications and notices will be addressed.

## 10. Directors

<b>DIRECTORS</b>				
The following persons are the directors of the proposed company:				
*Full Name	Residential Address	Citizen of Mtius (Yes/No)	Business Occupation	**Other Directorship
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Please state the following:-

- The name of the director  
N.B - the name of only **one** director in a company can be given but he must be resident. (The company may have more than one director).
- whether the director is a citizen of Mauritius or not.
- the residential address, business occupation, other directorship if any of the proposed director.

All persons named as directors should give their consent to act as directors (Form 7).

## 11. Shareholders/Members

<b>SHAREHOLDERS/MEMBERS</b>						
The following persons are the shareholders/members of the proposed company:						
*Full Name and Address	Citizen of Mtius (Yes/No)	Class of Shares	No. of Shares	Par Value (if any)	*** Amount & Currency <i>Paid Unpaid</i>	
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
<b>TOTAL</b>						

A company is required to have only one (1) shareholder.

The following must be stated -

- The name and address of the shareholders/members,
- the class and number of shares taken

- the consideration paid for by that shareholder for the issue of the shares

The consent of each shareholder should accompany the form (Form 9).

## 12. Secretary

<b>****SECRETARY</b>	
*Full name	Full Address
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

- It is not compulsory to have a secretary in a small private company.
- If there is one ,the name of the secretary and the consent must be given in Form 8
- For a one-person company the name of the person who acts as secretary must be given at either incorporation or within 6 months from the incorporation date.

## 13. Constitution

It is not compulsory for a company to have a constitution at incorporation or later.

If it has one, the constitution must be certified by a law practitioner, i.e. a barrister, an attorney or a notary.