Form No. 1a.

FORM OF ANNUAL RETURN

Annual Return of a Company
(Other than a Company Limited by Guarantee)

(Pursuant to Section 129(1) - Companies Act No.15 of 2013)

[Please note that the information on this form must be either typewritten or printed. It must not be handwritten. If there is insufficient space on the form to supply the information required, attach a separate sheet containing the information set out in the prescribed format]

1. **NUMBER OF COMPANY**

Reg. No. of Company

2. **NAME OF COMPANY**

Name of Company

Date of Incorporation

Day Month Year

Type of Company

Former Name of Company (if any)

Trade Names

3. **REGISTERED ADDRESS**

Registered Office Address

Date of Annual Return

Day Month Year

4. Principal Business Activities

Please give a brief description of the Company's business activities below:

5. SHARE REGISTER

To be completed if the share register is divided into 2 or more registers kept at different places

Description of part Registers	Address of place where kept

6. SHARES

Class of shares (e.g ordinary/Preference share	Number of shares issued in each class	Value/consideration for shares issued/Nominal value for each share.	Number of shares issued for cash/Amount paid up for each share (if any)	Number of shares issued other than for cash	Amount (if any) up paid up for each share.	Amount called on shares

Total shares issued		Note : * (i) Complete this column where the full consideration is not payable or required to be provided in respect of the issue of the share. Give the value of that part of the consideration paid or provided in respect of the issue of the share.

Total amount of calls received	
Total amount of calls unpaid	
Total number of shares forfeited	
Total number of shares purchased or otherwise acquired	
Total number of shares redeemed	

7.DIRECTORS

Full Name***	Identification No or passport No (Specify Country)	Residential Address
	.	

8. SECRETARY / SECRETARIES **

Full Name ***	Residential / Registered / Principal Office Address **	Nationality	Registration No (If the secretary is a legal person or arrangement.

9. AUDITORS

Full Name ***	Address

10. LAST ANNUAL RETURN

(a) The date of the last annual return under the Companies Act No.15 of 2013

Day		Month		Year	

(b) In the case of the first annual return, please give the date of incorporation

Day		Month		Year	

11. EXISTING SHAREHOLDERS

(LIST OF PERSONS WHO ON THE FOURTEENTH DAY FROM THE DATE OF THE FIRST OR ONLY GENERAL MEETING IN THE YEAR ARE SHARE HOLDERS OF THE COMPANY)

Full Name***	Residential Address	No of shares

12. PERSONS WHO HAVE CEASED TO HOLD SHARES SINCE THE LAST RETURN OR IN THE CASE OF THE FIRST RETURN, SINCE THE DATE OF INCORPORATION.

If the names are not arranged in alphabetical order the return shall have annexed to it an index sufficient to enable the name of any person in such list to be readily found

Full Name ***	Residential Address	No of shares held	Date of Registration of Transfer/forfeiture/surrender etc.

Please ANNEX a list of shareholders in compliance with the requirements set out in the section 129(1) of the Act.

13. CHARGES
INDEBTEDNESS (all charges required to be registered under section 100 of the Act.

PARTICULARS OF INDEBTEDNESS
Total amount of indebtedness of the company in respect of all mortgages and charges which are required to be registered with the registrar of companies under the Companies Act 2013

TZS or other currency. ____

Date & Description of instrument creating charges	Amount	Name, Address of persons entitled to the charges

14. ANNUAL GENERAL MEETING / RESOLUTION IN LIEU THEREOF

Give below the date of the last annual meeting of the Company held under the Companies Act 2013 or, if the company has done everything required to be done at that meeting by passing a resolution under section 136(3) of the Act, in lieu of holding the Annual General Meeting the date on which the resolution was passed

Date of meeting/Resolution	Day	Month	Year

Signature of a Director and the Secretary

Full Name ***	Position	Signature
	Director	
	Secretary / Secretaries	

15. DECLARATION UNDER SECTION 134 (1) (b) OF THE COMPANIES ACT NO. 15 OF 2013 BY THE DIRECTORS OF A PRIVATE COMPANY **
I/ we declare that to the best of my/our knowledge and belief I/ we have done all things required to be done by me/us under the Companies Act No.15 of 2013.

Signatures of Directors

Full Name***	Signature

16. CERTIFICATE UNDER SECTION 133 OF THE COMPANIES ACT NO.15 OF 2013 BY A DIRECTOR AND THE SECRETARY/SECRETARIES OF A PRIVATE COMPANY **

We do hereby certify –

that the company has not since the date of incorporation of the company issued any invitation to the public to subscribe to any shares or debentures of the company*.

that the company has not since the date of the last return, issued any invitation to the public to subscribe for any shares or debentures of the company*

that the number of shareholders of the company does not exceed fifty*.

that the number of the shareholders of the company exceed fifty but the excess consists wholly of persons who under section 30(1)(b) are not be taken into account in relation to that limit*.

Full Name ***	Position	Signature
	Director	
	Secretary / Secretaries	

Presented by:

Full Name	
Email Address	
Telephone No.	
Mobile No.	
Address	
Date	

Note: (1) This Form should be filed with the Registrar General of Companies, within 32 working days from the date of Annual General Meeting/Resolution.

* Delete what is not applicable
** Columns 15 and 16 to be completed only in the case of a Private Company.
***Put N/A where it is not applicable.