

**PARTICULARS OF A MORTGAGE/CHARGES/DEBENTURES
CREATED BY A COMPANY REGISTERED IN GHANA**

FORM 9



THE COMPANIES ACT, 2019 (ACT 992)

PURSUANT TO SECTION 110(1)

FILL ALL FORMS IN BLOCK LETTERS, AND LEAVE SPACES IN BETWEEN WORDS

PLEASE WRITE ALL WORDS WITH NO ABBREVIATIONS

ALL FIELDS MARKED WITH AN ASTERISK (*) INDICATES A MANDATORY FIELD

A fee is payable on presentation of this form. Please see the fees on our website www.orc.gov.gh

Read the instructions before completing the Form. Incomplete applications or invalid data may delay the registration

(A)

Type of Filing	Mortgage	Charges	Debentures	
----------------	----------	---------	------------	--

<i>Company Name*</i>													Name should be exact as registered, should there have been any Change of Name after registration do state the new name The Registration Number is stated at the top left side of the Registration Certificate
<i>Registration Number*</i>													
<i>Presented By*</i>													Full name and TIN of the natural person or legal entity submitting documents to the Registrar of Companies
	TIN*												

(B)

Particulars of a Charge

<i>Nature of Charge</i>													Only for Companies Filing Charge
<i>Short particulars of the property charged for Fixed Charge*</i>	Fixed												
<i>In case of floating charge, the nature of any restriction on the power of firm to grant further charges ranking in priority to, pari passu with the charge created*</i>	Floating												
<i>Date of creation of the charge</i>	D	D	M	M	Y	Y	Y	Y					
<i>Amount secured by the charge or maximum sum deemed to be secured thereby in accordance with the provisions of section 119</i>													Kindly state the exact amount and the currency on the charge(e.g GH¢, \$)

(C)

The Grantor/Chargor/ Mortgagor/of the charge(For Company(s))

<i>Company Name</i>												
<i>Registration Number</i>												
<i>TIN</i>												

(D)	Particulars of Mortgagee/Chargee/Debenture Holder (Description of persons entitled to the charge)	
<i>Company Name*</i>		Description of persons entitled to the charge can be banks, security agents, etc
<i>Registration Number*</i>		
<i>Tin</i>		

*Name**

*Signature**

*Date**

<i>D</i>	<i>D</i>	<i>M</i>	<i>M</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>
----------	----------	----------	----------	----------	----------	----------	----------

For Office Use Only

<i>Date of Submission of Document</i>	
<i>Transaction ID Number Allocated</i>	
<i>Office Description</i>	

Important Information

Privacy Notice

Collection of Information: We collect personal identifiable information, like names, postal addresses, email addresses, etc., when voluntarily submitted by our customers. The information provided is used to fulfill your specific request.

Distribution of Information: This would be done as permitted or required by law / Companies Act 2019 (Act 992)

Commitment to Data Security: Your personal identifiable information is kept secure. Only authorized employees, agents and contractors who have agreed to keep information secure and confidential have access to this information.

Change Notice

Every company is required to furnish the Registrar with any change after incorporation e.g. Change of Company Name, Change of Address, Change of Director(s) / Secretary etc.

Annual Return of a Company Incorporated

All companies incorporated are to file mandatory Annual Returns after the first eighteen months together with Audited Accounts and subsequently annually at a fee. Late/Non Filing attracts Penalties

Check List (✓)

Please make sure you have complied with the following		
The document has been signed at all indicated places		
Agreement stamped at Land Valuation Board		
If application exceeds 45 days, then attach extension of time from the court		