

FEES

S/N	DESCRIPTION	UNIT COST GHs	TOTAL GHs
1 BUSINESS NAME/SOLE PROPRIETORSHIP			
a.	Registration of Business Name		120.00
b.	Registration of Business Name (VIP Service) Additional Fee	400.00	520.00
	Registration Fee	120.00	
c.	Filing of Form D		70.00
	Certified True Copy (CTC)		30.00
d.	Annual Renewal		70.00
e.	Certified True Copy (CTC)		30.00
f.	Notification of change		70.00
	Certified True Copy (CTC)		30.00
g.	Search in any Register		30.00
h.	(VIP Service) for all Filing and changes - Additional Fee		200.00
2 SUBSIDIARY BUSINESS NAMES			
a.	Registration of Subsidiary Business Names Form C (Original True Copy)		120.00
	Certified True Copy (CTC)		
b.	Registration of Subsidiary Business Names (VIP Service) Additional Fee	400.00	520.00
	Registration fee	120.00	
c.	Filing of Form D		70.00
	Certified True Copy (CTC)		70.00
d.	Annual Renewal		70.00
e.	Certified True Copy (CTC)		30.00
f.	(VIP Service) for all Filing and changes - Additional Fee	200.00	
3 LIMITED BY SHARES			
a.	Registration of Company limited by Shares/Unlimited Company		510.00

	Constitution		
	Form 3 & Beneficial Ownership Form		
	certified copy of Constitution, Form 3 & BO Profile		
	Stamp Duty		1% on Stated Capital
b.	Registration of Company limited by Shares/Unlimited Company (VIP Service) Additional Fee	1,000.00	1,510.00
	Registration of Company, Constitution, Form 3 & BO Profile	510.00	
	Stamp Duty		1% on Stated Capital
c.	Certified Copy		30.00
d.	Filing of Annual Returns yearly		100.00
e.	Conversion of a Company limited by shares to limited by Guarantee	310.00	400.00
	Certified copy of Constitution, Form 3 & BO Profile	90.00	
f.	Conversion of a Company limited by shares to limited by Guarantee (VIP Service) Additional Fee	700.00	1,100.00
	Fee for Conversion of a Company limited by shares to by Guarantee	400.00	
i.	Change of name otherwise than on conversion of a Company limited by shares to Company limited by Guarantee for registration of new name and issue of certificate		640.00
	Form 3B & Regulations (Original True Copy)		
	Certified Copies		
j.	For registration of Statement in lieu of Prospectus	810.00	900.00
	Certified True Copy (CTC)	30.00	
	Filing	60.00	
k.	To obtain the consent of the Registrar to make the invitation for deposit pursuant to section 316 of Act 992 including the registration of any advertisement or circular in connection with it		1,380.00

i.	To obtain the consent of the Registrar to make the invitation for deposit pursuant to section 316 of Act 992 including the registration of any advertisement or circular in connection with it (VIP Service) Additional Fee		2,000.00
4	LIMITED BY GUARANTEE		
a.	Registration of Company Limited by Guarantee Constitution & Form 3 & BO Profile Certified copies		490.00
b.	Registration of Company Limited by Guarantee (VIP Services) Additional fee Registration Fee Limited by Guarantee	700.00 490.00	1,220.00
c.	Filing of Annual Returns Yearly		100.00
d.	Conversion of a Company limited by shares to limited by Guarantee Form 3B & Regulations (Original True Copy) Certified copies		490.00
e.	Conversion of a Company limited by shares to limited by Guarantee (VIP Service) Additional Fee Registration Fee for Conversion from Limited to Guarantee	700.00 490.00	1,210.00
5	FILINGS		
a.	Filing of Change of Name by Special Resolution Certified Copy		100.00
b.	Filing of Form 17 Certified True Copy (CTC)	60.00 30.00	100.00
c.	Filing of Form 15 Certified True Copy (CTC)	60.00 30.00	100.00
d.	Filing of Form 9 Certified True Copy (CTC)	60.00 30.00	100.00
e.	Filing of Form 13 Certified True Copy (CTC)		100.00
f.	Filing of Special Resolution Certified True Copy (CTC)		100.00
g.	Filing of Deed of Transfer		

	Certified True Copy (CTC)		100.00
h.	Filing of Form 6		
	Certified True Copy (CTC)		100.00
i.	Filing of Form 7		
	Certified True Copy (CTC)		100.00
j.	Filing of Form 8		
	Certified True Copy (CTC)		100.00
k.	Filing of Memorandum of Satisfaction for Registration		70.00
l.	Restoration of a firm to the Register		60.00
m.	(VIP Service) for all Filing and changes- Additional Fee		500.00
n.	Annual Returns pursuant to section 7 (3)(b) of Act 152		500.00
o.	Search in any Register		30.00
p.	Bulk Search in any Register (1-1000)	per company	10.00
q.	Bulk Search in any Register (1000-100,000)	per company	5.00
r.	Bulk Search in any Register (Above 100,000)	per company	2.00
6	EXTERNAL COMPANY		
a.	Registration of External Company		\$1,380
b.	Registration of External Company (VIP Services) Additional Fee		\$2,000
c.	Registration of Group Account		\$690
d.	Registration of Group Account (VIP Services) Additional Fee		\$1,000
e.	Filing of of Group Account		\$690
f.	Filing of External Company Documents		\$290
g.	Filing of External Company Documents (VIP Services) Additional Fee		\$500
7	PROFESSIONAL BODIES		
a.	Registration of Professional Bodies		1,400.00
b.	Annual Returns		580.00
c.	Change of Name	130.00	160.00

	certified copy	30.00	
d.	Any other Change		30.00
e.	Registration of Professional Body under section 7 (3)(a) of Act 152		500.00
f.	VIP Service for Registration(Additional Fee)		1,000.00
g.	VIP Service for Filing & Changes(Additional Fee)		500.00
8	PARTNERSHIP		
a.	Registration of Partnership Form B (Original True Copy)		290.00
b.	Change of Name Certified True Copy (CTC)		160.00
c.	Annual Renewal		70.00
d.	Filing Particulars of Changes Certified True Copy (CTC)		100.00
e.	VIP Service for Registration(Additional Fee)		1,000.00
f.	VIP Service for Filing & Changes(Additional Fee)		500.00