



**PRESS RELEASE
FOR IMMEDIATE RELEASE**

ORC URGES COMPANIES & BUSINESSES TO FILE ANNUAL RETURNS AND RENEW THEIR BUSINESS NAMES.

The Office of the Registrar of Companies (ORC) wishes to remind all registered Business Owners, Company Directors, Secretaries, and Partners of Incorporated Partnerships in Ghana to file their Annual Returns or Renew their Business Names and Partnerships by **Thursday, 30th April, 2026.**

This call is pursuant to Section 126(1) of the Companies Act, 2019 (Act 992), Section 8(1) of Incorporated Partnerships Act, 1962 (Act 152) and Section 5a(2) of the Business Names Act, 1962 (Act 152) for every registered Company or Business to deliver to the Registrar for registration its Annual Returns or Renewal of Business Name. The filing of Annual Returns, Renewal of Business Names and Partnerships is to ensure transparency and facilitates regulatory compliance.

Companies that fail to file Annual Returns with financial statement shall be deemed non-compliant and would be liable to pay a penalty in addition to filing fees. The penalty structure is as follows:

- **GHC 2,000 for companies that have defaulted for five (5) years or more**
- **GHC 1,000 for companies that have defaulted between one (1) and four (4) years.**

This directive is applicable to Companies whose approved financial year ends on 31st December and does not extend to entities with different financial reporting period.

Furthermore, Business Names that are not renewed shall lapse and the Registrar may remove from the register the Business Name of a person whose registration has lapsed.

Additionally, the following categories of Companies are required to file their Annual Returns:

1. Private /Public Companies Limited by Shares
2. Private / Public Companies Limited by Guarantee
3. External Companies
4. Unlimited Liability Companies

The Annual Return must be filed within 18 months after Incorporation and subsequently once every year. It must contain information such as the current Company Address, Directors, Shareholders, Capital details and accompanied by Financial Statements. Annual Returns detail the status quo of a Company by giving an indication of the financial and non-financial state of the company.

Incorporated Companies that fail to comply with this statutory requirement will face the following consequences:

- Late Filing Penalties – Companies will be subject to Twenty-five (25) penalty units for each day in default.
- Company Struck-off – Persistent non-compliance may result in the company being struck off the Companies Register, making it unlawful to operate.
- Legal and Financial Consequences – Non-compliant companies may face legal action or difficulties in conducting business, including challenges in securing credit or entering into contracts.

We urge all Companies and Business owners to comply with these statutory obligations to ensure continuity and avoid the risk of being delisted from the official Register.

For further inquiries or clarification, please contact our call center on 0308249841 or WhatsApp/Telegram 059-952-5774 or follow us on **social media @ORC GHANA**.

ORC – A Trusted Partner for Business



**MRS. MAAME SAMMA PEPRAH
AG. REGISTRAR OF COMPANIES**