

CORPORATE AFFAIRS COMMISSION

P.M.B. 198 ABUJA



COMPANIES AND ALLIED MATTERS ACT NO. 1 OF 1990, PART C CHANGE OF NAME, TRUSTEES, AND OR OBJECTS/ALTERATION OF CONSTITUTION

NAME OF ORGANISATION

CERTIFICATE NO

FILE NO

PRESENTED FOR FILING BY

REQUIREMENTS FOR CHANGE OF NAME AND/OR OBJECTS

When a registered organisation decides to change its name or objects, it should adopt the following procedures:-

- (i) The organisation must publish in two national daily newspapers, the new name that it wants to adopt.
- (ii) The organisation must display for at least 28 days, a notice conspicuously mounted at the organisation's headquarters and if any at branch offices or any such places where majority of the members are likely to see it.
- (iii) The publications and notices must call for objections which (if any) must be forwarded to the Registrar General, Corporate Affairs Commission, P. M. B. 198, Abuja; within 28 days of such publications.
- (iv) Thereafter the organisation will formally apply to the Commission for the change of name and/or objects by forwarding a copy each of the publications and notices. The certificate issued to the organisation in the name to be changed must be surrendered to the Commission.

1. APPLICABLE TO CHANGE OF NAME

A. FORMER NAME OF APPLICANT BODY

B. NEW NAME OF APPLICANT BODY

2. APPLICABLE TO CHANGE OF OBJECTS/ALTERATION OF CONSTITUTION

A. OLD OBJECTS

S/N	OBJECTS
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

B. NEW OBJECTS

S/N	OBJECTS
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

3. APPLICABLE TO CHANGE OF TRUSTEES

A. OLD TRUSTEES

S/N	TRUSTEES
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

B. NEW TRUSTEES

S/N	NAME AND ADDRESS	OCCUPATION	SIGNATURE	PASSPORT-SIZE PHOTOGRAPH
1				
2				
3				

4				
5				
6				
7				
8				
9				

10				
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4. REASONS FOR CHANGE OF NAMES, TRUSTEES AND/OR OBJECTS

S/N	REASONS
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

5. COPY OF THE RELEVANT MINUTES OF THE MEETING WHEREAT IT WAS AGREED TO EFFECT THE CHANGE IN TRUSTEES, NAME OR OBJECTS:

6. EVIDENCE OF FILED ANNUAL RETURNS UP TO DATE

NOTE:

1. APPLICATION SHOULD BE ACCOMPANIED WITH EVIDENCE OF FILING OF ANNUAL RETURN UP TO DATE, AND COPY OF MINUTES OF MEETING WHERE THE CHANGE(S) WAS/WERE RESOLVED.
2. MINUTES OF MEETING FOR AMENDMENTS/ALTERATION OF CONSTITUTION SHOULD ALSO CONTAIN RELEVANT SECTIONS ALTERED IN THE OLD CONSTITUTION.