

# **FICA Documents Closed Corporations**

## **Documents required for the Close Corporation:**

- Founding statement and or Certificate of Incorporation CIPRO certificate.
- Amended Founding Statement, if applicable or CIPRO certificate.
- Members resolution / authority to act, printed on the CC letterhead, signed by all members and nominating one signatory / representative
- Proof of physical company address.
- Proof of bank account.
- Copy of bank statement confirming bank details of the company or alternatively an official signed letter from the bank.

## **Documents / details required for Members, Persons authorized, Persons holding more than 25% of voting rights in the Company.**

- Proof of identification
- Proof of Physical Residential address
- Contact details