

CONSENT AND CERTIFICATE OF SECRETARY OF EXISTING COMPANY

Section 161, Companies Act Chapter 42:01

Name of Company

Company Number

Important Note: If there is more than one secretary, each of the secretary's should fill in a separate form.

SECRETARY DETAILS

*Secretary's name:

*Secretary's address:

Profession: (please tick)

- | | |
|--------------------------|--|
| <input type="checkbox"/> | Institute of Chartered Secretaries & Administrators (ICSA) |
| <input type="checkbox"/> | Botswana Institute of Chartered Accountants (BICA) |
| <input type="checkbox"/> | Legal Practitioner |
| <input type="checkbox"/> | Botswana Association of Company Secretaries (BACS) |
| <input type="checkbox"/> | Association of Business Consultants of Botswana (ABCB) |
| <input type="checkbox"/> | Other <input type="text"/> Please specify |

I consent to act as a Secretary of the above company and certify that I am not disqualified from being appointed as a secretary of a company.

Signature

Date

*In the case of a natural person, please give first name(s) followed by surname in BLOCK letters and provide their residential address. In the case of a body corporate, please give the address of its registered office or, if it does not have a registered office, of its principal place of business.

DISQUALIFICATION DETAILS

Please ensure that you are not disqualified from being a secretary for this company before signing this consent form.

A person cannot be a secretary of a company if he or she is any of the following:

- a body corporate, except in accordance with section 161(6); or
- an undischarged bankrupt; or
- a person who is the sole director of the company; or
- an auditor of the company.

Completed by:

Postal Address: