

**FORM 12**

Notice of  
**ISSUE OF SHARES**  
 (Section 50(1) and (4) (a))

Name of Company

UIN

**1. ISSUE OF SHARES**

The total number of shares prior to this issue

The total number of shares in this issue

The total number of shares following this issue

Date of Issue:

**2. SHAREHOLDER DETAILS**

Set out in the table below are particulars of the issue. Provide this information in the prescribed format for every shareholder in the issue.

*Complete this information if the shareholder is an individual*

Identity Number: (*For non-citizens either National ID or Passport)  First, Middle & Last Name Nationality: Gender: Date of Birth: Telephone: Mobile Number: Email address: Shares Jointly Held: Yes or No Nominee Shareholder: Yes or No Beneficial owner: Yes or No	Number of Shares Issued  Residential Address:  Postal Address:
Beneficial Ownership Details ( if applicable) Identity Number: (*For non-citizens either National ID or Passport)  Telephone Mobile Number: Email address:	Residential Address:  Postal Address:
Identity Number: (*For non-citizens either National ID or Passport)  First, Middle & Last Name Nationality: Gender: Date of Birth: Telephone Mobile Number: Email address: Shares Jointly Held: Yes or No Nominee Shareholder: Yes or No Beneficial owner: Yes or No	Number of Shares Issued  Residential Address:  Postal Address:
Beneficial Ownership Details ( if applicable) Identity Number: (*For non-citizens either National ID or Passport)	Residential Address:

Telephone Mobile Number: Email address:	Postal Address:
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**2 . SHAREHOLDER DETAILS (Continued)**

Set out in the table below are particulars of the issue. Provide this information in the prescribed format for every shareholder in the issue.

*Complete this information if the shareholder is a 'body corporate'*

Company Name: Registration Number: Country of Registration:  Shares Jointly Held: Yes or No Nominee Shareholder: Yes or No Beneficial owner: Yes or No	Number of Shares Issued  Registered Office:  Postal Address:
Company Name: Registration Number: Country of Registration:  Shares Jointly Held: Yes or No Nominee Shareholder: Yes or No Beneficial owner: Yes or No	Number of Shares Issued  Registered Office:  Postal 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.

**4 .ACCOMPANYING DOCUMENTS**

The following documents must accompany this form:

- a. If a person is a newly appointed shareholder and is a non-Botswana citizen, a certified copy of their passport. If this is not in English it should be accompanied by a certified translation.
- b. If a body corporate registered outside Botswana is a newly appointed shareholder, evidence of incorporation in their home jurisdiction is required.
- c. The consent form of every newly appointed shareholder.

**5 .DECLARATION**

*Tick to confirm information if new shareholders have been appointed*

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*Tick to confirm information in all cases*

I confirm I am either a director of this company or a person authorised to complete this application on their behalf, and have all necessary enquiries to ensure that the information contained in this application is true and correct. I understand that knowingly making false statement or misleading representation or omission is an offence under the Companies Act.

**Signed By:**

**Signature:** ..... **Date**