

FORM 25
INSTRUCTIONS ON REVERSE



JAMAICA
THE COMPANIES ACT
NOTICE OF APPOINTMENT OF LIQUIDATOR
(Pursuant to Section 237 (1) (a) & 299 (1))

1. NAME OF COMPANY

1A. COMPANY NUMBER

1B. COMPANY TAXPAYER REGISTRATION NUMBER

1C. COMPANY FAX NUMBER

1D. PRIVATE

PUBLIC

2. LOCATION OF REGISTERED OFFICE

STREET	
TOWN	
POST OFFICE	
PARISH	

3. MAILING ADDRESS

STREET	
TOWN	
POST OFFICE	
PARISH	

3. CORE BUSINESS OF COMPANY

5. TYPE OF LIQUIDATION

MEMBERS VOLUNTARY

CREDITORS

6. PARTICULARS OF LIQUIDATOR

NAME	
STREET	
TOWN	
POST OFFICE	
PARISH	
CONTACT #	
FAX #	
EMAIL ADDRESS	

7. DATE OF APPOINTMENT

8. APPOINTED BY

9.

DATE	PRINTED NAME	SIGNATURE	CONTACT#

CAPACITY : LIQUIDATOR

10. FILED BY

NAME:			
ADDRESS:	STREET		
	TOWN		
	POST OFFICE		
	PARISH		
E-MAIL ADDRESS:			
CONTACT NUMBER:			
FAX NUMBER:			

11. PARTICULARS OF LIQUIDATOR

NAME OF LIQUIDATOR	TAX REGISTRATION NUMBER

“FOR OFFICIAL USE ONLY”	
COMPANY NUMBER:	_____
FILED:	____ / ____ / ____

JAMAICA
THE COMPANIES ACT
NOTICE OF APPOINTMENT OF LIQUIDATOR

FORM 25

INSTRUCTIONS

GENERAL

This document is required to be filed with the Office of the Registrar of Companies and must conform to the requirement under the Act. Where any provision required to be set out is too long for the space provided in the form, the form may incorporate the provisions by annexing a schedule in such manner as may be prescribed under the Act.

ITEMS 1, 1A, 1B, 1C & 1D

- Set out the full legal name of the company.
- Set out Company number assigned by the Registrar of Companies.
- Set out Company Taxpayer Registration Number. (The Company Taxpayer Registration Number will be photocopied by the Registrar of Companies and returned. Individuals may, instead of bringing the Taxpayer Registration Card into the Offices of the Registrar of Companies, provide a certified copy of the same)
- Set out, where applicable the company fax number.
- Indicate whether the company is a private or a public company.

NOTE: Once certified copies of the Taxpayer Registration Number have been supplied to the Registrar of Companies or the Registrar of Companies has seen the original Taxpayer Registration Card and made a copy of the same the company need only affix the number to any documents being subsequently filed.

ITEM 2

Set out in full the location at which the registered office is situated, including the street, and if located in a multi- office building, the relevant room number. The registered office must be an actual physical location and might include the relevant district and parish. However it cannot be a post office box.

ITEM 3

Set out the mailing address of the company. The mailing address may include a post office box number, if the mailing address is same as the registered office, state 'SAME AS ABOVE AT ITEM 2'.

ITEM 4

Set out the core business, for example transport, hotel, agriculture, insurance, etcetera.

ITEM 5

Indicate the type of liquidation.

ITEM 6

Set out the name, address, telephone number,, fax number and email address of the liquidator.

NOTE: The liquidator shall within twenty-one days after his appointment, publish in the Gazette and in one daily newspaper printed and circulating in the Island, and deliver to the Registrar of Companies for registration a notice of his appointment.

ITEM 7

Set out the date when the liquidator was appointed.

ITEM 8

Set out the persons that appointed the liquidator.

ITEM 9

The liquidator must sign the form. The form must be dated.

ITEM 10

Set out the name, residential address, telephone number, fax number and email address of the person filing the form with the Registrar of Companies.

ITEM 11

Set out the name and Taxpayer Registration Number of the liquidator. (See instructions at Item 1 above in relation to Taxpayer Registration cards)

THIS FORM AND THE PRESCRIBED FEE AT THE DATE OF FILING SHOULD BE DEPOSITED WITH THE REGISTRAR OF COMPANIES.

***** A LATE FEE MIGHT ALSO BE APPLICABLE PURSUANT TO THE 15th SCHEDULE OF THE COMPANIES ACT**

***** EVERY OFFICER OF THE COMPANY IN DEFAULT OF THE PROVISIONS OF THE COMPANIES ACT IS LIABLE TO THE PRESCRIBED PENALTY AND WHERE NO PENALTY IS PRESCRIBED BY THE RELEVANT SECTION IN THE ACT TO A FINE NOT EXCEEDING \$50,000. (SECTION 384 COMPANIES ACT)**