
Factsheet 2: Re-registration Guide for Solomon Islands Companies

What is re-registration and who must re-register?

The new Companies Act will help existing and new companies operating in Solomon Islands, and will include a more streamlined companies registry system.

In order to have a complete and up-to-date record of companies the new Act requires the re-registration of **all Solomon Islands companies** already existing on the date of commencement of the new Companies Act, 1 July 2011.

There is **no fee** for re-registration.

How long do companies have to re-register?

Companies have nine months to re-register from the date of commencement. All companies must therefore re-register by 31 March 2011. Overseas companies do not need to re-register.

What does my company need to do?

Re-registration is as simple as filling out the form and sending it to the registrar of companies, including:

1. a copy of the company's original certificate of incorporation as evidence of the company's previous registration; and
2. a copy of the company's articles of association (now called 'company rules'), if those articles of association are different to the model rules contained in the new Companies Act.

A company may **not** request a change of company name as part of its re-registration.

Where can I get a form?

- the Company Haus Office, in front of the Department of Commerce and Immigration offices on Mendana Ave, Honiara.
- Industry bodies including Solomon Islands Chamber of Commerce, SMEC, SIWIBA.
- At Department of Commerce provincial offices
- at regular seminars which will be conducted during the re-registration period.

Where do I send the form?

- hand delivered during office hours to the companies registry office
- scanned and emailed to esaramo@yahoo.com.au
- faxed with attention to Registrar of Companies on 25084
- mailed by post to Registrar of Companies PO Box G26

The Registrar will then issue a certificate of re-registration, a new company number, and will also allocate a new annual return date for the company. Your re-registration will be considered as your



annual return for the year.

What happens if the company doesn't re-register within 9 months?

Companies which fail to re-register within the 9 months will be removed from the register. Fees will apply for restoring the company on the register, and removal may restrict the activities the company can be involved in.

Where can I get more information?

You can find more information by coming to the Companies Registry office, by emailing the office on esaramo@yahoo.com.au or calling 26812.