

## NOTICE TO CUSTOMERS

(Notice Number .....<sup>05</sup> of 2025)

### Change of Contact details (Email Address and Cell Phone Number) of Directors

CIPC in striving for continuous improvement has reviewed the process of change of contact details to put more control measures to avoid abuse of the system. This will enable the rightful owner of the contact details an opportunity to reject any unauthorized changes made to his/her profile.

We do appreciate that there are instances where contact details are changing, and the process is done correctly and **confirmation of such a change must be done within 24hours upon requesting the change otherwise the application will lapse**. However, if the change is not unauthorized then **the rightful owner will have 24hours to reject the application even if the other party has already approved it and the application will be terminated**.

Therefore, the link will be sent to both old and new email addresses to confirm the changes or allow rejection of the changes to prevent the abuse of the process.

**Yours Sincerely**



.....  
**Advocate Rory Voller**  
**CIPC Commissioner**

**Date:** .....23 January.....2025