Department for Enterprise

**COMPANIES REGISTRY**

# Requisition for a Certificate of Fact

(Summary of Statutory Information of a Company)

# A Standard Service Certificate of Fact costs £50 (48 hours) per certificate

Standard Service Certificates will be e-mailed and posted so please provide e-mail & address details below

# Or

**A Priority Service Certificate costs £100 (3 hours) & must be ordered before 2.30pm**

Priority Certificates will be e-mailed and posted – unless asked to collect – please circle YES below for collection

**Priority Service Certificate Payment MUST be made by card, cash or cheque (not bank transfer)**

Where a request is received for a certificate to be dated on a particular day, this will be classed as a Special request & will require the same payment as a Priority request (£100)

Companies Registry, Registries Building, Deemsters Walk, Bucks Road, Douglas, Isle of Man, IM1 3AR Tel: +44 (0) 1624 689389 Email: [companies@gov.im](mailto:companies@gov.im)

Company Name & Number……..…………………………………………………………………….……

Ordered By...:……………………………………………………………………………………………….

Address Cert to be Posted to:…..…….……………………………………………………………………

……………………………………………………………………………………………………………… Cert to be collected from Office – (**Priority Service Only**) YES/NO

E-Mail Address…..…………………………………………………………………………………………...

Phone Number: …………………………..………….….. Date: …...…………………………………….

The summary will ALWAYS contain the following information:

Company Number Company Name Incorporation Date Last Annual Return Date Registered Office Current Director(s) Current Secretary(ies) Strike-off Action Pending Previous Name(s) Appointment of Liquidator/Receiver Mortgages

No authority to maintain Registered Office

NB: The summary will contain information concerning any matter detrimental to the continued registration of the company.

Shareholders – Please tick here if you require the current shareholders to be shown

ARE ANY DOCUMENTS WAITING TO BE PROCESSED BEFORE THIS CERTIFICATE CAN BE

COMPLETED? If so, please provide details:

For official use only:

Order Received/Completed by…………………………….. Date……………………………………

# A Standard Service Certificate of Fact costs £50.00 per certificate (48 Hours) Or

**A Priority Service Certificate of Fact cost £100 per certificate (3 Hours) – must be ordered before 2.30pm**

Payment methods:

Cheques must be drawn on a UK clearing bank and made payable to the Isle of Man Government. Alternatively, please complete the following instruction to debit your credit/debit card: -

# If this request is being sent by post, e-mail or fax, the following section must be completed.

Please debit my account with the total amount shown: £ …………………….………………

Mastercard

Switch

Visa Credit/Debit \* (\* delete which doesn’t apply)

Other, please specify **Please note we cannot accept American**

**Express**

The name of the card issuer: ………………………………………………………………….

Start date (debit cards only) / / / Expiry Date (all cards) / / /

Signature

Card issue number (if present) for Switch and Solo Cards: ……………………………………………

Card Number

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Security Code (This is the Last 3 digits on the back of your card)

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Cardholder’s name and initial as they appear on the card:

…………………………………………………………………………………………………………. Cardholder’s full postal address/statement address (if different to delivery address):

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