

# **SUNZIEL FM COMPANY LIMITED**

P.O. BOX GP 20219, ACCRA

The Director General  
National Communications Authority  
NCA Tower  
No. 6 Airport City  
Accra, Ghana  
Dear Sir,

2<sup>nd</sup> May, 2024

## **APPLICATION FOR FM BROADCASTING AUTHORISATION AT LAMBUSSIE IN THE UPPER WEST REGION OF GHANA**

I am writing on behalf of the Management of Sunziel FM Company Limited to formally request an authorisation to operate an FM Broadcasting Authorisation station at Lambussie in the Upper West Region of Ghana.

In line with the NCA guidelines for Commercial FM Radio Broadcasting Authorization, we have enclosed all necessary documents for your review.

We would be grateful for your consideration and look forward to your favorable response.

Yours faithfully,

**The General Manager**

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The Director General  
National Communications Authority  
NCA Tower  
No. 6 Airport City  
Accra, Ghana  
Dear Sir,

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## **LETTER OF COMMITMENT**

Sunziel FM Company Limited hereby commits to abide by all Communication Laws of the country, International Telecommunication Union (ITU) regulations, National Communications Authority (NCA) guidelines, the regulations of telecommunication license holders, and any other laws that may be enacted or amended from time to time.

**The General Manager**



## NATIONAL COMMUNICATIONS AUTHORITY (NCA), GHANA

### Customer Registration Form - Company

NCA FORM AP01B

\*This should be completed by Companies doing business with the Authority for the first time\*

Date:

*(Submission Date)*

Application Checklist. Tick (x) in box

- A completed application form
- Certificate of Incorporation
- Company Regulations including shareholding records
- Copy of National ID Card of the Authorised Representative

# Customer Registration Form - Company

\*This should be completed by Companies doing business with the Authority for the first time\*

## **1.0 Administrative Information** (to be filled by Applicant)

1.1	Registered Name of Company	SUNZIEL COMPANY LIMITED
1.2	Registered Trade Name (if any)	
1.3	Country of Registration	GHANA
1.4	Taxpayer Identification Number (TIN)	C0004237838
1.5	Company Registration Number from the Registrar General Department	CS050032017
1.6	Company Registration Expiry Date	
1.7	Date of Incorporation	26 <sup>TH</sup> NOVEMBER, 2010
1.8	Physical Location / Registered Office (Name of Building)	HNO 377/25, DARKUMAN, ACCRA
1.9	Street Name/Number	DARKUMAN MAIN ROAD
1.10	Country	GHANA
1.11	Region	GREATER ACCRA REGION
1.12	District	ACCRA METROPOLITAN
1.13	Town/City	ACCRA
1.14	Postal Address	P.O. BOX GP 20219, ACCRA
1.15	Digital Address (GhanaPost GPS)	
1.16	Telephone	
1.17	Mobile Phone	0243347879
1.18	Website	
1.19	E-Mail Address	
1.20	Fax (where applicable)	
1.21	Number of Employee(s)	
1.22	Date of Creation	For Administrative Use Only
1.23	Date of Last update	For Administrative Use Only
1.24	Applicant Category	For Administrative Use Only

## **2. Directors / Shareholders** (to be filled by Applicant)

### 2.1 Directors

No.	Name of Directors	Nationality	Address	Tax Identification Number (TIN)
1	MUSLIM DONKOR IBRAHIM	GHA	ACCRA, GREATER ACCRA	P0001646575

2	SEIDU SALIFU	GHA	40/31, FADAMA STREET, NEW FADAMA, ACCRA	P0000572276
3	MOHAMMED HAFISDEEN DAWDA	GHA	ACCRA, GREATER ACCRA	P0000329274

## 2.2 Shareholders (holding 5% or more shares)

No.	Names of Shareholders	Share-holding (%)	Nation-ality	Address	Tax Identifica-tion Number (TIN)
1	MOHAMMED HAFISDEEN DAWDA	35		ACCRA, GREATER ACCRA	P0000329274
2	SEIDU SALIFU	32.5		40/31, FADAMA STREET, NEW FADAMA, ACCRA	P0000572276
3	MUSLIM DONKOR IBRAHIM	32.5		ACCRA, GREATER ACCRA	P0001646575

## 3. Technical Contact- person to be contacted on Technical/Engineering issues (to be filled by Applicant)

3.1	Title	MR
3.2	Position	
3.3	First Name	THOMAS
3.4	Middle Name	
3.5	Surname	BALEEN
3.6	Telephone	0507902161
3.7	Mobile Phone	0507902161
3.8	Website	
3.9	E-mail Address	

## 4. Financial Contact- person to be contacted with respect to invoices and payments (to be filled by Applicant)

4.1	Title	MR
4.2	Position	

4.3	First Name	THOMAS
4.4	Middle Name	
4.5	Surname	BALEEN
4.6	Telephone	0507902161
4.7	Mobile Phone	0507902161
4.8	Website	
4.9	E-mail Address	

**5. AUTHORISED REPRESENTATIVE** - Person authorised to sign documents and apply for services

5.1	First Name	THOMAS
5.2	Middle Name	
5.3	Surname	BALEEN
5.5	Telephone	0507902161
5.6	Mobile Phone	0507902161
5.7	Website	
5.8	E-mail Address	

**6. Attached Documents** (to be attached by Applicant)

No.	Document Name	Check if attached
6.1	Company Registration Certificate (copy)	✓
6.2	Company Regulations (copy)	✓
6.3	Valid National ID of the Authorised Representative(s) (copy)	✓
6.4	Tax Clearance Certificate (Not applicable to start ups)	
6.5	SSNIT Clearance Certificate (Not applicable to start ups)	
6.6	Any Other Relevant Document(s)	✓

**7. Service(s) Applied for**

1.	COMMERCIAL FM RADIO AUTHORISATION
2.	
3.	
4.	

## **8. Undertaking:**

I/We **SUNZIEL COMPNAY LIMITED** hereby certify that the information supplied in this application form is true in all respects and I/We hereby give undertaking that upon grant of the Licence/Authorisation, I/We shall abide by the terms and conditions upon which the Licence/Authorisation is granted. I/We accept that my/our Licence/ Authorisation may be revoked and the appropriate penalty/ penalties applied if it is established that I/We have been granted Licence/Authorisation based on incorrect information. I/We further undertake to abide by all existing ITU Regulations and Communicationslaws of the country as well as other rules, regulations and directives that may be issued.

Date of Submission: \_\_\_ / \_\_\_ / \_\_\_  
dd / mm / yy

\_\_\_\_\_  
Signature of Authorised Representative/Seal:

## **9.0 For Administrative use Only**

9.1	Customer ID	
9.2	Name of Employee who received the application	

Date of Application receipt: \_\_\_ / \_\_\_ / \_\_\_  
dd / mm / yy

\_\_\_\_\_  
Signature/Seal:



## **NATIONAL COMMUNICATIONS AUTHORITY (NCA), GHANA**

### **Analogue Sound Broadcasting Authorisation**

**NCA FORM AP03A**

**Application Fee**

**Receipt No:**

*(Please attach Receipt)*

**Date:**

*(Submission Date)*

**Application Checklist. Tick (x) in box**

- A completed application form
- Cover Letter
- Any other Supporting Documents – Please list
- Refer to Section 8 for required documents

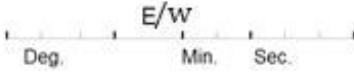
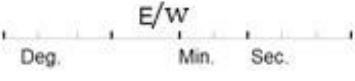
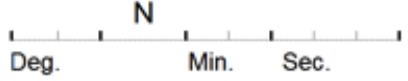
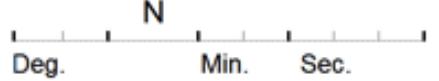
# Application Form for Analogue Sound Broadcasting Authorisation

Type Of Application												
New <input checked="" type="checkbox"/> Renew <input type="checkbox"/> Modify <input type="checkbox"/> Cancel <input type="checkbox"/>	<ul style="list-style-type: none"> <li>- In case of New license application, please fill all sections below except section 5,6 &amp; 7.</li> <li>- In case of Modifying a license, please fill the license number and the sections to be modified.</li> <li>- In case of Renew or Cancel please fill all sections below for the service.</li> </ul> <p>License Number: _____ (In case of Modifying a license)</p>											
<b>Analogue Sound Broadcasting Service</b> <p>FM <input type="checkbox"/></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Classification</td> <td style="width: 25%; text-align: center;"><input type="checkbox"/> Commercial</td> <td style="width: 25%; text-align: center;"><input type="checkbox"/> Community</td> <td style="width: 25%; text-align: center;"><input type="checkbox"/> Public</td> </tr> <tr> <td></td> <td style="text-align: center;"><input type="checkbox"/> Campus</td> <td style="text-align: center;"><input type="checkbox"/> Experimental</td> <td style="text-align: center;"><input type="checkbox"/> Public Foreign</td> </tr> </table> <p>Coverage (Applies to ONLY Commercial, Public and Public Foreign)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;"><input type="checkbox"/> 45km</td> <td style="width: 33%; text-align: center;"><input type="checkbox"/> 25km</td> <td style="width: 33%; text-align: center;"><input type="checkbox"/> 5km</td> </tr> </table>		Classification	<input type="checkbox"/> Commercial	<input type="checkbox"/> Community	<input type="checkbox"/> Public		<input type="checkbox"/> Campus	<input type="checkbox"/> Experimental	<input type="checkbox"/> Public Foreign	<input type="checkbox"/> 45km	<input type="checkbox"/> 25km	<input type="checkbox"/> 5km
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	<input type="checkbox"/> Campus	<input type="checkbox"/> Experimental	<input type="checkbox"/> Public Foreign									
<input type="checkbox"/> 45km	<input type="checkbox"/> 25km	<input type="checkbox"/> 5km										

## 1.0 Administrative Information (to be filled by Applicant)

Licensee/Applicant Name	SUNZIEL FM COMAPANY LIMITED
Customer ID (Fill "Applicant Identification form", in case you are a new applicant or you do not have your User ID) /	
Authorized Person	THOMAS BALEEN
Technical Contact	THOMAS BALEEN

## 2.0 Geographical information

2.1	Location	Transmitter	Studio
		LAMBUSSIE, UPPER REGION	LAMBUSSIE, UPPER WEST REGION
2.2	Longitude* (E/W)		
2.3	Latitude *		

### 3.0 Station Specific Technical Information

3.1	PI Code (For Renewal Applicant ONLY)	
3.2	Transmitter power (W) *	1900
3.3	Antenna height (m) *	80

### 4.0 Equipment Details

4.1	Manufacturer of Transmitter *	RVR GREEN
4.2	Model of Transmitter *	PJ 3599M-C
4.3	Manufacturer of Filter *	RVR
4.4	Model of Filter *	RVR

### 5.0 Antenna details

5.1	Manufacturer *	RVR																																																																								
5.2	Model *	OMNI-DIRECTIONAL																																																																								
5.3	Antenna gain (dBi) *	8																																																																								
5.4	Polarization	<input type="checkbox"/> H - Horizontal <input type="checkbox"/> M - Mixed <input type="checkbox"/> V – Vertical																																																																								
5.5A	Directivity	<input type="checkbox"/> Omni <input type="checkbox"/> Directional																																																																								
5.5B	In case of directional Antenna, Please fill the Antenna Radiation Pattern details below or provide a soft copy of the antenna pattern txt file	<p>GINH/Attenuation at different azimuths of the horizontally polarized component with respect to maximum e.r.p. of the horizontally polarized component, dB (do not fill in if the antenna is non-directional)</p> <table border="1"> <tr><td>0°</td><td>180°</td></tr> <tr><td>10°</td><td>190°</td></tr> <tr><td>20°</td><td>200°</td></tr> <tr><td>30°</td><td>210°</td></tr> <tr><td>40°</td><td>220°</td></tr> <tr><td>50°</td><td>230°</td></tr> <tr><td>60°</td><td>240°</td></tr> <tr><td>70°</td><td>250°</td></tr> <tr><td>80°</td><td>260°</td></tr> <tr><td>90°</td><td>270°</td></tr> <tr><td>100°</td><td>280°</td></tr> <tr><td>110°</td><td>290°</td></tr> <tr><td>120°</td><td>300°</td></tr> <tr><td>130°</td><td>310°</td></tr> <tr><td>140°</td><td>320°</td></tr> <tr><td>150°</td><td>330°</td></tr> <tr><td>160°</td><td>340°</td></tr> <tr><td>170°</td><td>350°</td></tr> </table> <p>GINV/Attenuation at different azimuths of the vertically polarized component with respect to maximum e.r.p. of the vertically polarized component, dB (do not fill in if the antenna is non-directional)</p> <table border="1"> <tr><td>0°</td><td>180°</td></tr> <tr><td>10°</td><td>190°</td></tr> <tr><td>20°</td><td>200°</td></tr> <tr><td>30°</td><td>210°</td></tr> <tr><td>40°</td><td>220°</td></tr> <tr><td>50°</td><td>230°</td></tr> <tr><td>60°</td><td>240°</td></tr> <tr><td>70°</td><td>250°</td></tr> <tr><td>80°</td><td>260°</td></tr> <tr><td>90°</td><td>270°</td></tr> <tr><td>100°</td><td>280°</td></tr> <tr><td>110°</td><td>290°</td></tr> <tr><td>120°</td><td>300°</td></tr> <tr><td>130°</td><td>310°</td></tr> <tr><td>140°</td><td>320°</td></tr> <tr><td>150°</td><td>330°</td></tr> <tr><td>160°</td><td>340°</td></tr> <tr><td>170°</td><td>350°</td></tr> </table>	0°	180°	10°	190°	20°	200°	30°	210°	40°	220°	50°	230°	60°	240°	70°	250°	80°	260°	90°	270°	100°	280°	110°	290°	120°	300°	130°	310°	140°	320°	150°	330°	160°	340°	170°	350°	0°	180°	10°	190°	20°	200°	30°	210°	40°	220°	50°	230°	60°	240°	70°	250°	80°	260°	90°	270°	100°	280°	110°	290°	120°	300°	130°	310°	140°	320°	150°	330°	160°	340°	170°	350°
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## 6.0 Implementation Plan

		Start Date	End Date
6.1	Site Acquisition for studio and transmission system	01/06/2025	30/06/2025
6.2	Procurement of Equipment for studio and transmission system	01/07/2025	31/07/2025
6.3	Installation of Equipment for studio and transmission system	01/08/2025	31/08/2025
6.4	Engineering Test *	01/09/2025	31/09/2025
6.5	Invitation for Inspection	01/10/2025	31/10/2025

## 7.0 License(s) List

(fill only in case of Renew or Cancel)

#	7.1	7.2
	License Number	Date of Expiry
		____-____-____
		____/____/____
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## 8.0 Attached Documents (to be attached by Applicant)

Document Name	Check if attached
Evidence of the Financial Resource to establish the station (First time applicant only)	<input checked="" type="checkbox"/>
Five (5) years Audited Financials Statement (Renewal application only)	
Evidence of community support (Applicable to Community Radio applicant)	
Tax Clearance Certificate (Renewal only, not applicable to Community Radio)	
SSNIT Clearance Certificate (Renewal only, not applicable to Community Radio)	
Any Other Relevant Document(s)	<input checked="" type="checkbox"/>

## 9. Undertaking:

I/We **SUNZIEL COMPANY LIMITED** hereby certify that the information supplied in this application form is true in all respects and I/We hereby give undertaking that upon grant of the Licence/Authorisation, I/We shall abide by the terms and conditions upon which the Licence/ Authorisation is granted. I/We accept that my/our Licence/ Authorisation may be revoked and the appropriate penalty/ penalties applied if it is established that I/We have been granted Licence/Authorisation based on incorrect information. I/We further undertake to abide by all existing ITU Regulations and Communications laws of the country as well as other rules, regulations and directives that may be issued.

Date of Submission: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
dd / mm / yy

\_\_\_\_\_  
Signature of Authorised Representative/Seal:

## 10. For Administrative use Only

Name of Employee who received the application

Date of Application receipt: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
dd / mm / yy

\_\_\_\_\_  
Signature/Seal:

# **SUNZIEL FM COMPANY LIMITED**



**FEASIBILITY REPORT FOR THE ESTABLISHMENT AND  
OPERATION OF A COMMUNITY FM RADIO STATION  
AT LAMBUSSIE IN THE UPPER WESTREGION**

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## **1.0 INTRODUCTION**

The competitive landscape of radio has changed dramatically in the last few years, new radio technologies, such as satellite and web radio, as well as music download media (MP3's and IPOD's), have transformed the listening environment. Yet, in the first decade of the new millennium, radio continues to hold its own face of the many new competing audio technologies.

Radio appeals to everyone and available to all, its mobility and variety of offerings have made it the most popular medium in history. To most adults radio is as much a part of their work; it's a companion that keeps almost everyone informed about the world and local events.

**Sunziel FM Company limited** seeks to operate a Commercial FM Station at Lambussie in the Karni District of the Upper West Region

with its main objective to assist and empower people especially the women and the girl child in the community.

Market research shows that there are great economic and marketing opportunities in the media since both the private sector and the government sectors use it as a platform to discuss their issues.

Sources indicate that, a more than adequate rate of return on equity is readily available and time has also ripened for the entry of new highly efficient low-cost electronic media made to provide instant reliable exposure to those seeking to be recognized and jostling to occupy people's mind in the competitive market environment.

## **2.0 THE COMPANY**

### ***Incorporation***

**Sunziel FM company limited** is a company that has been registered by the Registrar General under the registration of business names

Act 1962 (Act 151) as a sole proprietor company to establish and operate a Commercial FM radio broadcasting station at LAMBUSSIE in the Upper West Region of Ghana.

The radio station will be managed by a capable management team formed by the company at its meeting. The team comprise of compatriots from the LAMBUSSIE community with the zeal to utilize radio to transform the people of the LAMBUSSIE in the Karni District.

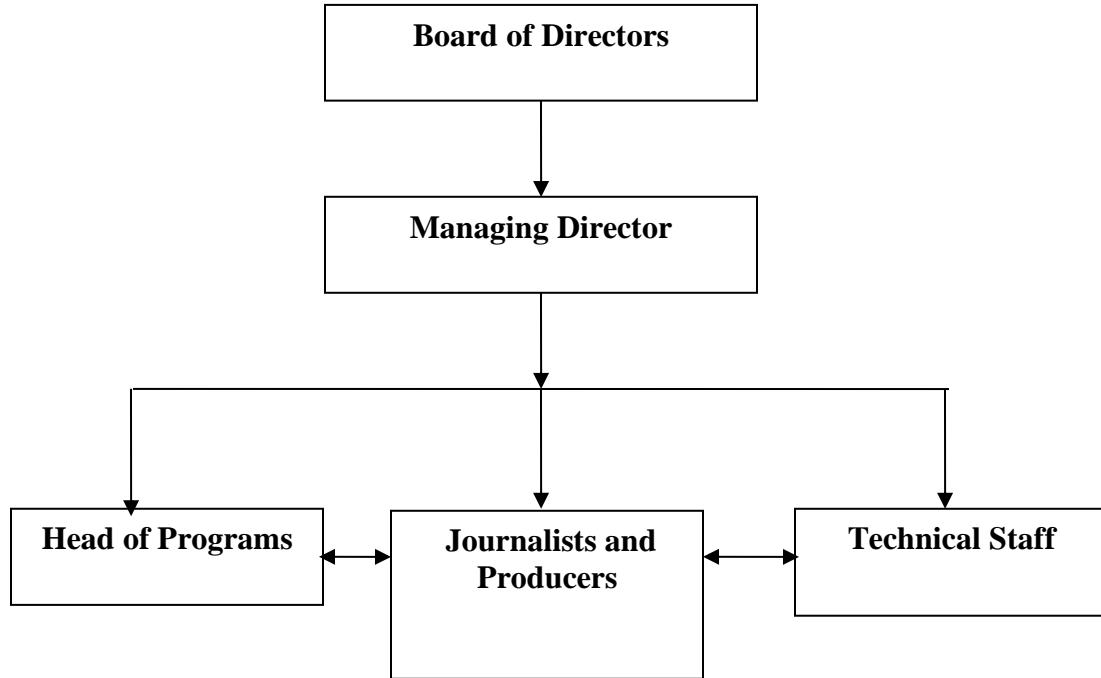
### ***The Company's Vision***

**Sunziel FM Company limited** envisages achieving the status as one of the most reliable, efficient and leading frequency modulation stations in the region. In view of this, it intends to position itself among the top frequency modulation stations in the following areas:

- Market share in terms of meeting the demands for religious, political, social and cultural information and education.
- Provide useful information and campaigns for effective participatory communication that will harmonize the development of the people.

- Being socially responsible corporate citizen through contribution for the provision of social amenities to the community in which it will operate.
- To support access and participation of marginalized decisions that affects the people and promotes responsive leadership.
- To improve and sustain knowledge and practices on health, environment, agricultural and other economic activities in the Region.

## **ORGANISATIONAL STRUCTURE**



### **Market analysis:**

The radio industry has undergone radical but positive change in recent years and will continue to experience significant evolutionary changes. Ironically, these changes are, in many ways, the result of a constant that we have witnessed throughout the history in this medium. Radio consistently has demonstrated a tremendous ability to adapt to a variety of market conditions, whether they are economic or competitive in nature.

The economic activities in the LAMBUSSIE District are particularly buoyant and the potentials are there to be exploited. The formal sector of the economy is made up mainly of employment in the Public Service, private construction companies, and a few large trading companies.

### ***Mission and Goals***

In executing our mission goals, the station shall strive on some key objectives which are:

- Increase Top of Mind awareness
- Increase of heavy listeners listening
- Increase involvement of the listening folks
- Maintain and protect our heavy listeners

### ***Strategy***

It is the belief of the station that the success of every marketing campaign is driven by its ability to target the appropriate and likely type of listeners, present them with messages that provide a salient

benefit to them and consistently following up with that reinforces and reminds.

Promoting a station can be very costly, to help defray the cost of station promotion, advertisers are often recruited. This way both the station and the sponsor tend to benefit.

Our production department would also be manned by qualified and voluntary personnel. Seminars and training sessions will be organized consistently to acquaint our personnel about issues on the ground.

Specific clients will be apportioned to specific volunteers to treat their needs with dispatch. We would apportion our service into categories to cater for all and sundry.

## **PROGRAMMES**

Programming a radio station continues to be an increasingly complex task. There is twice the number of stations today competing for the same audience's attention. Other media have proliferated as well resulting in a further distraction of radio customary audience.

Our basic idea would be to air the type of format that will attract a sizeable enough piece of the audience demographic to satisfy the advertiser.

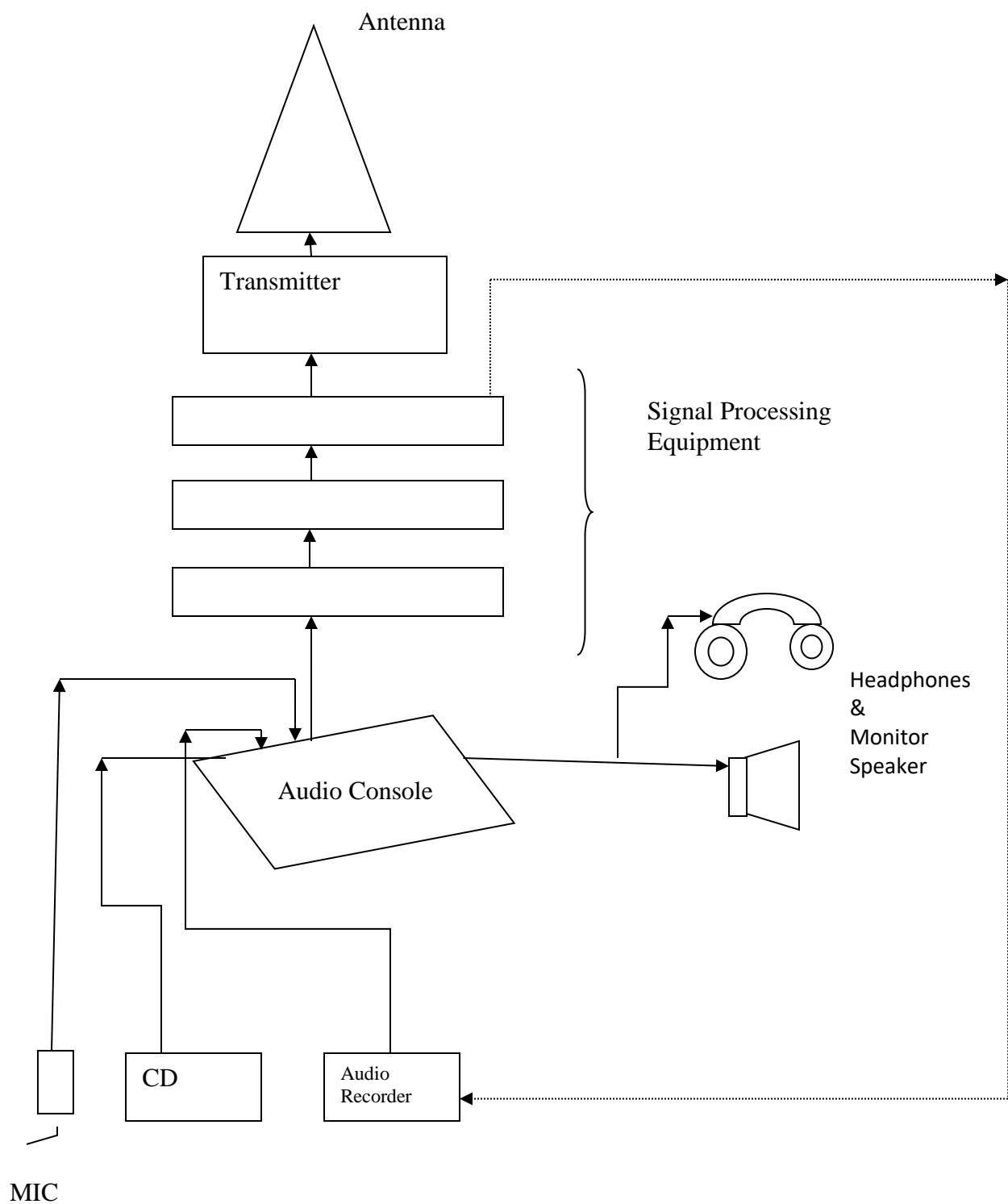
Programming shall be aimed at providing African music and issues with more emphasis on the Upper West culture as well as the country on the whole.

Programmed formats will include:

- ❖ Adult Contemporary
- ❖ Contemporary Hit radio

- ❖ Country
- ❖ Easy listening /smooth jazz
- ❖ Sports and entertainment news
- ❖ FM talk
- ❖ African news
- ❖ Interviews and discussions
- ❖ Religious activities

## DESIGN AND ENGINEERING SYSTEMS



The station shall have the following in its broadcast studio section, Mixing Boards & Consoles, FM Receivers, CD Players, Effects Processors, Telephone Hybrids & Couplers, Stereo Limiters, Microphones, Headphones, Turntables **etc.**

**Console:**

This would be an 8-Channel Broadcast Console with USB and Dual Bluetooth Channels that will mix auxiliary equipment like microphones, CD players, cassette players, telephone hybrid, turntables, mini disc and computer which are all fed into the delay unit.

**Delay Unit:**

This equipment will provide the chance to eliminate offensive, provocative and obscene or any language that is not good for public audience before it gets to the transmitter. The output of this delay unit is fed into the audio processor and limiter.

**Audio Processor and Limiter:**

This unit controls the level automatically to constantly feed the exciter of the transmitter with uniformed amplitude.

### **Stereo Generator:**

This unit generates the stereo signal and the pilot tone to be fed into the exciter.

### **Transmitter Section**

The transmitter will be 1KW solid-state FM Stereo Unit, running on a three phase AC mains power. It will be ordered from Broadcast Technology Inc. in the United States of America. Its output will be fed to a four bay vertical polarized antenna. It comprises the following;

### **Exciter:**

The unit modulates the incoming signal from the stereo generator and with the help of the synthesizer circuit; the exact frequency to be transmitted is obtained.

### **Antenna:**

The antenna would radiate the radio waves into the atmosphere and they are four bay vertically polarized antennas, which is state of the art.

### **SOURCE OF FUNDS**

The project will be financed by the owner and other donor sponsors''. It is estimated that an initial CAPEX of GH¢ 1000,000.00 has been raised for the project.

### **Budgeted Expenditure (Appendix I):**

Further details on the budgeted expenditure for the next one year may be gathered from the included appendix 1. A strategy of minimizing creditors and allowing attractive discounts to debtors to encourage them to settle debt promptly will be discharged. All amounts are in Ghana Cedis.

**APPENDIX 1**

**BUDGETED EXPENDITURE FROM JANUARY TO DECEMBER OF THE FIRST YEAR**

<b>ITEMS</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>TOTAL</b>
<b>FIXED ASSETS</b>	1,459. 37	1,596	1,574	1,732. 7	1,190	1,209. 5	1,230. 9	1,253	1,278.5 0	1,306. 4	1,337. 8	1,371	<b>16,539.17</b>
<b>ELECTRICITY</b>	420	230	420	460	508	559	614	676	744	818	900	990	<b>7,339</b>
<b>OFFICE EXPENSES</b>	257.5	409.7 5	440.7	474.9	512	553.48	598	648.7	703.5	763.9	830	903.3 4	<b>7,095.77</b>
<b>COMMUNICATIONS</b>	305	320.7	332.8	346.5	360	376.7	394.5	493.8 9	435.2	458.8	484.7	513.2	<b>4,821.99</b>
<b>SALARIES</b>	2,889	2,889	2,889	2,889	2,889	2,889	2,889	2,889	2,889	2,889	2,889	2,889	<b>34,668</b>
<b>REPAIR &amp; MAINT.</b>	0	0	0	0	0	0	0	0	0	0	0	100	<b>100</b>
<b>FUEL</b>	410	410	360	376	396	412	434	457	483	511	542	577	<b>5,368</b>
<b>RENT</b>	1,573	2,100	945	1,039	1,143	1,257	1,383	1,521	1,674	1,841	2,025	2,228	<b>18,729</b>
<b>ALLOWANCE</b>	236	357	326	338	352	367	385	402	423	445	470	497	<b>4,598</b>
<b>MISCELLANEOUS</b>	150.5	200	160	169	200	230	158.66	120.3 5	188.90	179	167.90	200.3 0	<b>2,124.61</b>
													<b>GHS101,3 83.49</b>

## **APPENDIX 2-LIST OF EQUIPMENTS**

CS050032017

C0004237838



*Old TIN*

324V071001

*Old RGD Number*

CA-81,799

*Incorporation Date*

26/11/2010

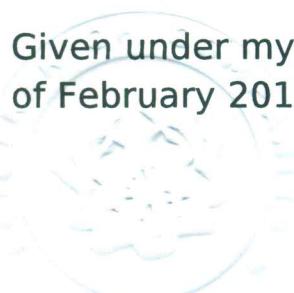
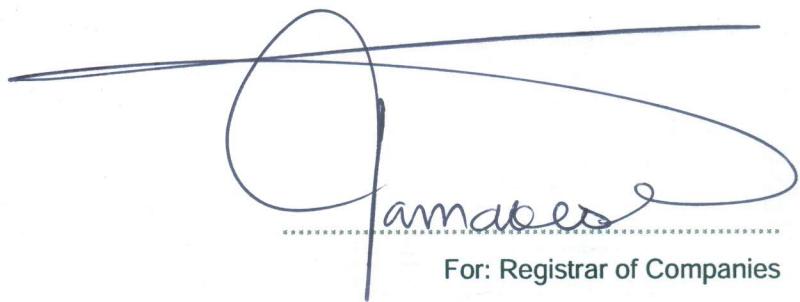
## Certificate of Incorporation

**I hereby certify that**

**SUNZIEL COMPANY LIMITED**

is this day incorporated under the Companies Act, 1963 (Act 179) and that the liability of its members is limited.

Given under my hand and official seal at Accra, this 10<sup>th</sup> day of February 2017

  
  
For: Registrar of Companies

CS050032017

C0004237838



*Old TIN*

324V071001

*Old RGD Number*

CA-81,799

*Old Commencement Date*

29/11/2010

**The Companies Act, 1963, Act 179**

## **Certificate To Commence Business**

**I hereby certify that**

**SUNZIEL COMPANY LIMITED**

having complied with the provisions of Sections 27 and 28 of  
the Companies Act, 1963, Act 179 is entitled to commence  
business with effect from **10<sup>th</sup> day of February 2017**

Given under my hand and official seal at Accra, this 10<sup>th</sup> day  
of February 2017

For: Registrar of Companies

**Registrar-General's Department**

Date : 14-Feb-2017

**Accra-Ghana****Re-Registration Profile****Subject: Company With Shares (Private Limited)****Part - I Company Details****New Company Details**

Company Registration No : CS050032017  
Company Type : Private Limited  
Company Name : SUNZIEL COMPANY LIMITED  
TIN : C0004237838  
Date Of Incorporation : 26-Nov-2010  
RGD Office : Accra  
Date Of Commencement : 29-Nov-2010  
Principal Activity : GENERAL TRADING AND SUPPLIERS,  
BUILDING AND ROAD CONSTRUCTION, CIVIL  
ENGINEERING, ELECTRICAL AND PLUMBING  
WORKS, RENOVATION WORKS, IMPORTS.  
  
Nature of Business : GENERAL TRADING AND SUPPLIERS,  
BUILDING AND ROAD CONSTRUCTION, CIVIL  
ENGINEERING, ELECTRICAL AND PLUMBING  
WORKS, RENOVATION WORKS, IMPORTS.

**Old Company Details**

Old TIN : 324V071001  
Old Registration No : CA-81,799

**Part - II Industrial Classification**

ISIC Code	ISIC Description	Primary
4719	Other retail sale in non-specialized stores	Yes

**Part - III Addresses****Principal Place of Business**

House/Building/Flat No : HNO 377/25, DARKUMAN, ACCRA  
Street : DARKUMAN MAIN ROAD  
City : ACCRA

District : Accra Metropolitan  
Region : GREATER ACCRA  
P.O Box NO/PMB/DTD : P.O. BOX GP 20219, ACCRA  
Country : Ghana

#### **Registered Address**

House/Building/Flat No : HNO 377/25, DARKUMAN, ACCRA  
Street : DARKUMAN MAIN ROAD  
City : ACCRA  
District : Accra Metropolitan  
Region : GREATER ACCRA  
P.O Box NO/PMB/DTD : P.O. BOX GP 20219, ACCRA  
Country : Ghana

#### **Other Place of Business**

House/Building/Flat No : N/A  
Street : N/A  
City : ACCRA  
District : Accra Metropolitan  
Region : GREATER ACCRA  
P.O Box NO/PMB/DTD : P.O. BOX GP 20219, ACCRA  
Country : Ghana

#### **Postal Address of Business**

House/Building/Flat No : DARKUMAN MAIN ROAD  
Street : DARKUMAN MAIN ROAD  
City : ACCRA  
District : Accra Metropolitan  
Region : GREATER ACCRA

P.O Box NO/PMB/DTD : P.O. BOX GP 20219, ACCRA

Country : Ghana

#### Address at Which Register of Members is Kept

House/Building/Flat No : DARKUMAN MAIN ROAD

Street : DARKUMAN MAIN ROAD

City : ACCRA

District : Accra Metropolitan

Region : GREATER ACCRA

P.O Box NO/PMB/DTD : P.O. BOX GP 20219, ACCRA

Country : Ghana

#### Part - IV Contact Details

i. Phone No. : (a)

: (b)

: (c)

ii. Mobile No. : (a) 0243347879

(b)

iii. Fax No. : (c)

iv. Email :

v. URL :

#### Part - V Company Officers Details

TIN	Name	Address	Nationality	Designation	Occupation	Particulars of Other Directorships
P0001646575	MUSLIM DONKOR IBRAHIM	ACCRA,Accra Metropolitan,GREATER ACCRA,Ghana	Ghanaian	Director	MEDICAL DOCTOR	CREST DIAGNOSTIC COMPANY LIMITED,HOMELAND CLINIC LIMITED,THE FARMER'S PAL
P0000597619	SEIDU SALIFU	40/31,FADAMA STREET,NEW FADAMA,ACCRA,Accra Metropolitan,GREATER ACCRA,Ghana	Ghanaian	Director	MARKETING EXECUTIVE	
P0000329274	MOHAMMED HAFISDEEN DAWDA	ACCRA,Accra Metropolitan,GREATER ACCRA,Ghana	Ghanaian	Director	ACCOUNTANT	BILLS AND PAYPOINT LIMITED,CYBER SECURITY LIMITED,DOWJAYS INVESTMENT LIMITED,HOMELAND CLINIC

P0000329274	MOHAMMED HAFISDEEN DAWDA	ACCRA,Accra Metropolitan,GREATER ACCRA,Ghana	Ghanaian	Secretary	ACCOUNTANT T	BILLS AND PAYPOINT LIMITED,CYBER SECURITY LIMITED,DOWJAYS INVESTMENT LIMITED,HOMELAND CLINIC LIMITED,THE FARMER'S PAL,WULON COMPANY LIMITED
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#### **Part - VI      Auditors**

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- i. TIN : C0002435365
- ii. Registration Number :
- iii. Name : EDDIE NIKOI ACCOUNTING CONSULTANCY
- iv. Address : HNO. 9 OSU,17TH LANE,ACCRA,Accra  
Metropolitan,GREATER ACCRA,Ghana

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#### **Part - VII      Capital Details**

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- i. Currency Of Capitals : GHS
- ii. Amount of Stated Capital : 200,000.00
- iii. Authorised Shares
  - Ordinary : 1,000,000
  - Preference : 0
  - Debenture : 0
- iv. Total Consideration payable in cash : 200,000.00
- v. Total Consideration payable otherwise than in cash :
- vi. Issue Of Shares
 

	Paid	UnPaid	Due
a. Ordinary Shares	200,000.00	0.00	0.00
b. Preference Shares	0.00	0.00	0.00
c. Debentures	0.00	0.00	0.00
- vii. Treasury Shares
 

Ordinary	: 0
Preference	: 0
Debenture	: 0

**Part VIII Shares Allotment**

TIN	Name	Address	Shares Allotted	Consideration Payable	
				In Cash (GHS)	Other than In Cash(GHS)
P0000329274	MOHAMMED HAFISDEEN DAWDA	ACCRA,Accra Metropolitan,GREATER	70,000	70,000.00	
P0000597619	SEIDU SALIFU	40/31,FADAMA STREET,NEW FADAMA,ACCRA,Accra Metropolitan,GREATER ACCRA,Ghana	65,000	65,000.00	
P0001646575	MUSLIM DONKOR IBRAHIM	ACCRA,Accra Metropolitan,GREATER	65,000	65,000.00	

# THE COMPANIES ACT 1963 (ACT 179)

## ADOPTED REGULATIONS OF A PRIVATE COMPANY LIMITED BY SHARES

1. The name of the Company is SUNZIEL COMPANY LIMITED

2. The nature of the business which the Company is authorized to carry on are

GENERAL TRADING AND SUPPLIERS, BUILDING AND ROAD CONSTRUCTION, CIVIL ENGINEERING, ELECTRICAL AND PLUMBING WORKS, RENOVATION WORKS, IMPORTS.

3. Pursuant to section 24 of the Companies Act, 1963, (Act 179) the company has for the furtherance of its authorized businesses all the powers of a natural person of full capacity .

4. The current director(s) of the company are:-

TIN	Name
P0001646575	MUSLIM DONKOR IBRAHIM
P0000597619	SEIDU SALIFU
P0000329274	MOHAMMED HAFISDEEN DAWDA

5. The powers of the board of directors are limited in accordance with Section 202 of the Act.

6. The Liability of the members of the Company is limited

7. The Company is to be registered with 1,000,000 Shares of no par Value.

8. The company is a private company and accordingly.

(a) the right to transfer shares is restricted in a manner following, that is to say, the directors may, in their absolute discretion and without assigning any reason therefore decline to register any transfer of any share;

(b) the number of members and debenture holders of the company, exclusive of person who are bona fide in the employment of the company and of persons who having been formerly bona fide in the employment of the company were while in such employment and have continued after the determination of such employment to be members or debenture holders of the company, is limited to fifty.

Provided that where two or more persons hold one or more shares of debentures jointly they shall for the purpose of this regulation be treated as a single member;

(c) the company is prohibited from making any invitation to the public to deposit money for fixed periods or payable at call, whether bearing or not bearing interest.

## SHARES AND VARIATION OF RIGHTS

9. The company may, by special resolution altering these Regulations,
- (a) increase the number of its shares by creating new shares;
  - (b) reduce the number of its shares by cancelling shares which have not been taken or agreed to be taken by any person, or by consolidating its existing shares, whether issued or not, into a smaller number of shares;
  - (c) Provide for different classes of shares by attaching to certain of the shares referred, deferred or other special rights or restrictions whether in regard to dividend, voting, repayment, or otherwise;  
Provided that the voting rights of equity shares shall comply with the provision of sections 31 and 50 of the Act and the voting rights of preference shares shall comply with the provisions of section 31 and 49 of the Act.
  - (d) in accordance with section 59 of the Act create preference shares which are, or at the option of the company are liable, to be redeemed on such terms and in such manner as may be provided, but subject to compliance with the provisions of sections 60 to 63 of the Act.
10. (1) The Company shall not issue any new or unissued shares for cash unless the same are offered beingin the first instance to all the shareholders or to all shareholders of the class or classes issued in proportion as nearly as may to be their existing holdings.  
(2) The offer to the existing shareholders shall be by notice specifying the number of shares to which the shareholder is entitled to be subscribed and limiting a time, not being less than twenty-eight days after the date of services of the notice after the expiration of which the offer, if not accepted, will be deemed to be declined.  
(3) After the expiration of such time, or on receipt of an intimation from the shareholder that he declines to accept the shares offered, the board of directors may, subject to the terms of any resolution of the company and to the provisions of section 202 of the Act, dispose of the same at a price not less than that specified in the offer in such manner as they think most beneficial to the company.  
(4) This regulation shall not be alterable except with the unanimous consent of all the members of the company.
11. If at any time the shares are divided into different classes, the rights attached to any class may be varied with the written consent of the holders of at least three-fourths of the issued shares of that class or the sanction of a special resolution of the holders of the shares of that class.the Act.
12. Subject to compliance with the provisions of section 60 to 63 of the Act the company may exercise the powers conferred by section 59 of the Act
- To.
- a. purchase its own shares;
  - b. acquire its own shares by a voluntary transfer to it or nominee for it;
  - c. forfeit in manner hereinafter appearing any shares with an unpaid liability for nonpayment of calls other sums payable in respect thereof.
13. The company may pay commission or brokerage to any person in consideration of his subscribing or agreeing to subscribe or agreeing to procure subscriptions for any shares in the company provided that the payment does not exceed ten per centum of the price at which the shares are issued.
14. Shares certificates shall be issued in accordance with section 53 of the Act.

## CALLS ON SHARES

15. (1) Where shares are issued upon the terms that any part of the price payable therefore is not payable at a fixed time the board of directors may from time to time make calls upon the shareholders in respect of any moneys unpaid on their shares, provided that no call shall be payable less than twentyeight days from the date fixed for the payment of the last preceding call, and each shareholder shall subject to receiving not less than fourteen days notice specifying the time or times and place of payment pay to the company at the time or times and place so specified the amount called upon his shares;  
  
(2) A call may be revoked or postponed as the directors may determine.
16. A call shall be deemed to have been made at the time when the resolution of the directors authorizing the call was passed and may be required to be paid by instalments.
17. The joint holders of a share shall be jointly and severally liable to pay all calls in respect thereof.
18. if a sum called in respect of a share is not paid before or on the day appointed for payment, the person from whom the sum is due shall pay interest thereon from the date appointed for payment to the time of actual payment at such rate not exceeding five per centum per annum as the board of directors may determine, but the board of directors be at liberty to waive payment of such interest wholly or in part.
19. Any sum which by the terms of issue of a share becomes payable on application therefore or an allotment, or at any fixed date shall for the purposes of these Regulations be deemed to be a call duly made and payable on the date on which by the terms of issue the same becomes payable, and in the case of non-payment all the relevant provisions of these Regulations as to payment of interest and expenses, forfeiture, sale or otherwise shall apply as if such sum had become payable by virtue of a call duly made and notified.
20. As between shares of the same class the company shall not differentiate between the holders as to the amount of calls to be paid or the times of payment.
21. If the company shall receive from any shareholder all or any part of the moneys not presently payable or called upon any shares held by him the sum shall not be treated as a payment in respect of the shares until such sum becomes due and payable on such shares and in the mean time shall be deemed to be a loan to the company upon which the company may pay interest at such rate not exceeding five per centum per annum as may be agreed between the board of directors and such shareholder.

## FORFEITURE OF SHARES

22. If a shareholder fails to pay any call or installment of a call, including any sum deemed to be a call under regulation 19 hereof, the board of directors may at any time thereafter during such time as any part of the call or installment remains unpaid, serve a notice on him requiring payment of so much of the call or installment as in unpaid, together with any interest which have accrued.
23. The notice shall name a further day not earlier than the expiration of fourteen days from the date of service of the notice on or before which the payment required by the notice is to be made, and shall state that in the event of non-payment at or before the times appointed the shares in respect of which the call was made will be liable to be forfeited.
24. If the requirements of such notice are not complied with, any share in respect of which the notice has been given may, at any time thereafter, before the payment required by the notice has been made, be forfeited by a resolution of the directors to that effect.
25. A forfeited share may either be cancelled by alteration of these regulations or may be retained as a treasury share until sold or otherwise disposed of on such terms and in such manner as the board of

26. A person whose share have been forfeited shall cease to be a member in respect of the forfeited shares and shall be bound to surrender to the company for cancellation of the share certificate or certificates in respect of the shares so forfeited but shall, notwithstanding, remain liable to pay to the company in respect of the shares, but his liability shall cease if and when the company shall have received payment in full of such moneys in respect of the shares.
27. A statutory declaration in writing that the declarant is a director of the secretary of the company and that a share in the company has been duly forfeited on the date stated in the declaration, shall be conclusive evidence of the facts therein stated as against all persons claiming to be entitled to the share.

## **LIEN**

28. (1) The company shall have a first and paramount lien on all shares issued with an unpaid liability for all moneys, whether presently payable or not, called or payable at a fixed time in respect of that share.
- (2) The company's lien shall extend to all dividends payable thereon.
29. If any sum in respect of which the company has a lien is presently payable the board of directors, after serving the notice required by regulations 22 and 23 hereof, may, at any time before the payment required by such notice has been made, sell any share on which the company has such lien instead or forfeiting it in accordance with regulation 24 hereof.
30. (1) To give effect to any such sale the board of directors may authorize some persons to transfer the shares sold to the purchaser thereof.
- (2) The purchaser shall be registered as the holder of the share comprised in such transfer and he shall not be bound to see to the application of the purchase money nor shall the title to his shares be affected by any irregularity or invalidity in the proceedings in reference to the sale.
31. The proceeds of such sale shall be received by the company and applied in payment of such part of the amount in respect of which the lien exists as is presently payable, and the residue, if any, shall, subject to a like lien for sums not presently payable as existed upon the shares before the sale, be paid to the person entitled to the share at the date of the sale but the company shall not be bound to make such payment unless and until such person has surrendered to the company for cancellation his share certificate or certificates relating to the shares so sold.

## **TRANSFER AND TRANSMISSION OF SHARES**

32. Subject to regulation 8(a) hereof shares shall be transferable and transfers shall be registered in the manner provided by section 95 and 98 of the Act.
33. In the event of the death of any shareholder or in the event of the ownership of any share devolving upon any person by reason of his being the legal personal representative, receiver, or trustee in bankruptcy of the holder, or by operator of law, the provisions of section 99 of the Act shall apply..

## **DIVIDENDS**

34. The company may, by ordinary resolution, declare dividends in respect of any year or other period but no dividend shall exceed the amount recommended by the board of directors.
35. No dividend shall be paid unless;
- The company will, after such payment, be able to pay its debts as they fall due;
  - The amount of such payment does not exceed the amount of the company's income surplus immediately prior to the making of such payment.

36. The board of directors may, before recommending any dividend, set aside out of the profits or income surplus of the company such sums as they think proper in order to provide for a known liability, including a disputed or contingent liability, or as a depreciation or replacement provision and may carry forward any profits or income surplus which they may think prudent to distribute.
37. All dividends shall be declared and paid as a fixed sum per share and not as a proportion of the amount paid in respect of a share.
38. The board of directors may deduct from any dividend payable to any shareholder all sums of money presently payable by him to the company in respect of his shares.
39. (1) Any dividend payable in cash may be paid by cheque or warrant sent by post directed to the registered address of the shareholder or, in the case of joint holders, to the registered address of that one who is first named on the register of members, or to such person and to such address as the holder or joint holders may in writing direct. Every such cheque or warrant shall be made payable to the order of the person to whom it is sent.  
(2) Any one of two or more joint holders may give effectual receipts for any dividends.  
(3) Every dividend payment shall be accompanied by a statement showing the gross amount of the dividend and any tax deducted or deemed to be deducted there from.
40. No dividend shall bear interest against the company.

### **CAPITALISATION ISSUES AND NON-CASH**

41. The company, upon the recommendation of the directors may exercise the powers conferred by section 74 of the Act.
  - (a) to make capitalization issues of shares in accordance with sub-section (1) of section 74
  - (b) to resolve, in accordance with sub-section (3) of section 74, that any sum standing to the credit of the company's income surplus and which could have been distributed by way of dividend shall be applied in paying up amounts for the time being unpaid on shares.
  - (c) To direct, in accordance with sub-section (4) of section 74, that payment of a dividend shall be wholly or partly by distribution of securities for money of fully paid shares or debentures of another body corporate or of fully paid debentures of the company.

### **ACCOUNTS AND AUDIT**

42. The board of directors shall cause proper books of account to be kept and a profit and loss account and balance sheet to be prepared, audited and circulated in accordance with section 123 to 133 of the Act.
43. Auditors, qualified in accordance with section 270 of the Act, shall be appointed and their duties regulated in accordance with section 134 to 136 of the Act.

### **GENERAL MEETINGS AND RESOLUTION**

44. The powers of the members in general meetings shall be as stated in section 137 of the Act.
45. Annual general meeting shall be held in accordance with section 149 of the Act.
46. Extraordinary general meetings may be convened by the directors whenever they think fit in accordance with section 150 of the Act and shall be convened by the directors on a requisition of members in accordance with section 271 of the Act.
47. Notice of general meetings shall be given in accordance with section 152 to 159 of the Act and accompanied by any statements required to be circulated therewith in accordance with sections 157 to 159 of the Act.

48. Meetings may be attended by the persons referred to in section 160 of the Act but a member shall not be entitled to attend unless all calls or other sums presently payable by him in respect of shares in the company have been paid.
49. The quorum required for any general meeting shall be as stated in section 161 of the Act.
50. (a) In accordance with section 163 of the Act any member entitled to attend and vote at a meeting of the company shall be entitled to appoint another person, whether a member of the company or not, as his proxy to attend and vote instead of him and such proxy shall have the same rights as the member to speak at the meeting.  
  
(b) An instrument appointing a proxy shall be in the following form or a form as near thereto as circumstances admit:
51. A body corporate which is a member of the company may attend and vote either by proxy or by a
52. Meeting shall be conducted in accordance with section 166 to 173 of the Act. On a poll being demanded the chairman of the meeting shall not be required to direct a postal ballot in accordance with subsections (6), (7) and (8) of section 170 of the Act unless he thinks fit or an ordinary resolution to that effect is moved at the meeting and passed on a show of hands.
53. In accordance with section 174 of the Act a resolution in writing signed by all the members for the time being entitled to attend and vote at general meetings, or being bodies corporate by their duly authorized representatives, and if the company has only one such member by that member shall be as valid and effective for all purposes, except as provided by such section 174, as if the same had been passed at a general meeting of the company duly convened and held, and if described as a special resolution shall be deemed to be a special resolution within the meaning of the Act.
54. Minutes of general meeting shall be kept in accordance with section 17 of the Act.
55. If at any time the shares of the company are divided into different classes the foregoing regulations shall apply to a meeting of any class of members in like manner as they apply to general meetings but so that the necessary quorum shall be set out in section 175 of the Act.

## VOTES OF MEMBERS

56. Subject to any rights or restrictions for the time being attached to any class of preference shares and which may be validly attached thereto pursuant to section 49 of the Act.  
  
On a show of hands each member and each proxy lawfully present at the meeting shall have one vote, and on a poll each member present in person or by proxy shall have one vote for each share held by him.  
  
(b) In the event of a postal ballot being directed pursuant to sub-sections (6), (7) and (8) of section 170 of the Act, each member entitled to attend and vote at the meeting shall have one vote for each share held by him.

## DIRECTORS

57. The number of directors, not being less than two or more than five, shall be determined by ordinary resolution of the members in general meetings and until so determined shall be two.
58. The continuing directors may act notwithstanding any vacancy in their body but if and so long as their number is reduced below two or below the number fixed by the directors as the necessary quorum they may act for four weeks after the numbers is so reduced, but thereafter may act only for the purpose of increasing their number to that number or of summoning a general meeting of the company and for no other purpose.

59. The appointment of directors shall be regulated by section 181 and 272 of the Act.
60. The persons referred to in section 182 of the Act shall not be competent to be appointed directors of the company.
61. A director need not be a member of the company or hold any shares therein.
62. The office of directors shall be vacated in accordance with section 184 of the Act and any director may be removed from office in accordance with section 185 of the Act.
63. (1) The company may appoint a substitute director in accordance with section 187 of the Act and any director may appoint an alternate director in accordance with section 188 of the Act.  
(2) An alternate director shall not be entitled to be remunerated otherwise than out of the remuneration of the directors appointing him.
64. At least one director of the company shall at all times be present in Ghana.
65. The remuneration payable to any director in whatsoever capacity shall be determined or approved by the members in general meetings in accordance with section 194 of the Act.
66. The proceedings of the directors shall be regulated by section 200 of the Act and the board of directors may delegate any of their powers to committees of the directors in accordance with that section.
67. Minutes of meetings of the board of directors and of any committee of directors shall be kept in accordance with section 201 of the Act.

## **POWERS AND DUTIES OF DIRECTORS**

68. (1) The business of the company shall be managed by the directors who may pay all expenses incurred in promoting and registering the company;  
(2) Subject to section 202 of the Act, the board of directors may exercise all such powers of the company, including the power to borrow money and to mortgage or charge its property and undertaking or any part thereof and to issue debentures, as are not by the Act or these Regulations required to be exercised by the members in general meetings.
69. In any transaction with the company or on its behalf and in the exercise of their powers the directors shall observe the duties and obligations imposed on them by section 203 to 205 of the Act.
70. Subject to compliance with section 207 of the Act, a director may enter into any contract with the company and such or any other contract of the company in which any director is in anyway interested shall not be liable to be avoided nor shall any director be liable to account for any profit made thereby by reason of the director holding the office of director or of the judiciary relationship thereby established.
71. Any director may act by himself or his firm in professional capacity for the company, except as auditor, and he or his firm shall be entitled to proper remuneration for professional services as if he were not a director .,

## **EXECUTIVE AND MANAGING DIRECTORS**

72. The board of directors may exercise the powers conferred by section 192 of the Act to appoint one or more of their body to any other office or place of profit under the company, other than the office of auditor, for such period and on such terms as they may determine and, subject to the terms of any agreement entered into in any particular case, may revoke such appointment.

73. (1) The board of directors may exercise the power conferred by section 193 of the Act to appoint one or more of their body to the office of managing director for such period and on such terms as they may determine and, subject to the terms of any agreement entered into in any particular case, may revoke such appointment and such appointment shall be automatically determined if the holder of the office ceases from any cause to be a director.
- (2) The directors may entrust to and confer upon a managing director any of the powers exercisable by them upon such terms and with such restrictions as they think fit, and either collaterally with, or on the exclusion of, their own powers, and subject to the terms of any agreement entered into on any particular case, may from time to time revoke or vary all or any of such powers.
74. No remuneration shall be payable to any director in respect of any office or place of profit to which he is appointed under the foregoing regulations unless and until the terms of his appointment have been approved by ordinary resolution of the company in general meeting in accordance with section 194 of the Act. .

### **SECRETARY AND OFFICERS AND AGENTS**

75. The Secretary shall be appointed by the board of directors for such time, at such remuneration, and upon such conditions as they think fit, and any secretary so appointed may be removed by them , subject however to his right to claim damages if removed in breach of contract .
76. a provision in the act or these regulations requiring or authorizing a thing to be done by or to directors and the secretary shall not be satisfy by its being done by or to the same person acting both as directors and as, in place of the secretary.
77. (1) The board of directors may from time to time appoint officers and agents of the company and may appoint anybody corporate, firm, or body of persons, whether nominated directly or indirectly, by the board of directors to be the attorney or attorneys of the company for such purposes with such powers, authorities and discretions, not exceeding those vested in or exercisable by the directors under these Regulations, and for such period and subject to such conditions as they may think fit.
- (2) Any such powers of attorney may contain such provisions for the protection and conveniences of persons dealing with any such attorney as the directors may think fit and may also authorize any such

### **THE SEAL**

78. The directors shall provide for the safe custody of the seal which shall only be used the authority of the board of directors or of a committee of the directors authorised by the board of directors in that behalf, and every instrument to which the seal shall be affixed shall be signed by a director, and shall be countersigned by the secretary or by a second director or by some other person appointed by they directors for the purpose.
79. The company may exercise the powers conferred by section 148 of the Act with regard to having an

### **SERVICE OF DOCUMENTS**

80. Any document may be served by the company on any member, debenture holder, or director of the company in the manner provided by section 262 of this Act..

### **WINDING-UP**

81. (1) If the company shall be wound up the liquidator may, with the sanction of a special resolution of the company and any other sanction required by the Act or by the Bodies Corporate (Official Liquidation) Act ,1963 (Act 180),divide amongst the members in specie or kind the whole or any part of the assets of the company, whether they shall consist of property of the same kind or not , and may for such purpose set such value as he deems fair upon any property to be divided as aforesaid and many determine how such division shall be carried out as between the members or different classes of members.
- (2) The liquidator may, with the like sanction vest the whole or any part of such assets in trustees upon such trusts for the benefit of the members as the liquidator, with the like sanction shall think fit.

## INTERPRETATION

82. In these Regulations unless the context otherwise requires,
- "Act" means the Companies Act, 1963 (Act 179), or any statutory modification or re-enactment thereof;
  - Words or expressions shall have the same meaning as in the Act;
  - References to sections of the Act shall mean such sections as modified or re-enacted from time to time.

"I/We the undersigned am/are desirous of forming an incorporated body in pursuance of these Regulations and I/We agree to take the number of shares in the company to set opposite my/our name/s and pay therefore in cash the consideration stated".

The Current Shareholders of the Company are:

TIN	Name	Address	Date Of Birth	No. of Shares	Consideration Payable	
					In Cash(GHS)	Other than in Cash (GHS)
P0001646575	MUSLIM DONKOR IBRAHIM	ACCRA,Accra Metropolitan,GREATER ACCRA,Ghana	23/07/1982	65,000	65,000.00	
P0000597619	SEIDU SALIFU	40/31,FADAMA STREET,NEW FADAMA,ACCRA,Accra Metropolitan,GREATER ACCRA,Ghana	13/09/1983	65,000	65,000.00	
P0000329274	MOHAMMED HAFISDEEN DAWDA	ACCRA,Accra Metropolitan,GREATER ACCRA,Ghana	21/09/1981	70,000	70,000.00	

Dated the Day of

26th day of November 2010

Witness to the above

Signatures

Name

SAMUEL KORLETEY AMARTEY



Occupation

COMMISSIONER FOR OATHS

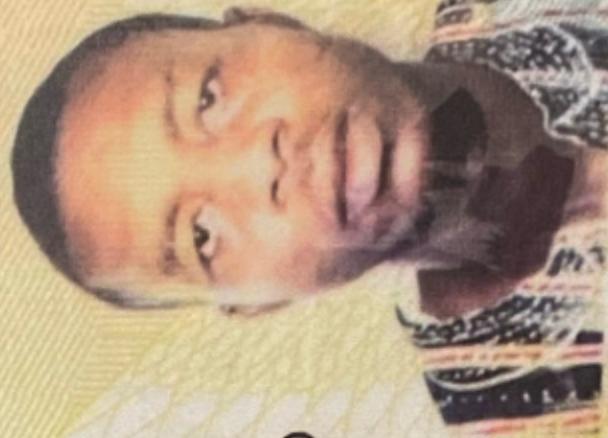
Address

P.O. BOX 88, ACCRA NEW TOWN

CERTIFIED TRUE COPY

# ECOWAS IDENTITY CARD

CARTE D'IDENTITE CEDEAO / BILHETE DE IDENTIDADE CEDEAO  
REPUBLIC OF GHANA



161705

Surname/Nom

**BAALENE**

Firstnames/Pronoms

**THOMAS**

Previous Name(s)/Nom(s) Précédents

Nationality/Nationalité

**GHANAIAN**

Date of Birth/Date de Naissance

21/04/1990

Personal ID Number

**GHA-716283037-3**

Height/Taille(m)

1.7

Document Number/Numéro du document

**AX4954319**

Place of Issuance/Lieu de délivrance

**ACCRA**

Date of Issuance/Date d'émission

**29/04/2020**

Date of Expiry/Date d'expiration

**28/11/2029**

Sex/Sexe

**M**