

Companies (Payment of Fees to Registrar) Regulations 2015

GN 3/2016

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THE COMPANIES ACT

Regulations made by the Minister under sections 355 and 360 of the Companies Act

1. These regulations may be cited as the **Companies (Payment of Fees to Registrar) Regulations 2015**.

2. In these regulations –

“Act” means the Companies Act;

“relevant Act” means the Business Registration Act, the Foundations Act or the Limited Partnerships Act.

3. (1) There shall be paid to the Registrar –

- (a) in respect of matters set out in the second column of Part I of the First Schedule, the appropriate fee specified in the third or fourth column of that Part of the Schedule, as the case may be;
- (b) in respect of the matters set out in the second column of Part II of the First Schedule, the appropriate fee specified in the third column of that Part of the Schedule.

(2) A payment under paragraph (1) may be made through CBRIS.

4. (1) There shall be paid to the Registrar in respect of the matters set out in the second column of the Second Schedule, the appropriate fee specified in the third column of that Schedule.

(1A) Every request for the payment of the fee referred to in paragraph (1) shall be made electronically.

(2) A payment under paragraph (1) shall be made through CBRIS.

Amended by [IGN No. 118 of 2017](#)

5. (1) An entity specified in the Third Schedule shall make use of CBRIS for a filing or payment under the Act or a relevant Act.

(2) A person other than an entity specified in the Third Schedule may, after notification to and approved by the Registrar, make use of CBRIS for a filing or payment under the Act or a relevant Act.

(3) Where, pursuant to paragraph (1) or (2), an entity has made use of CBRIS, that entity shall not subsequently make a filing or payment under the Act or a relevant Act through any other means than CBRIS without the express authorisation of the Registrar.

6. Where an entity specified in the Third Schedule makes use of CBRIS, it shall pay to the Registrar, for matters set out in the second column of Part I of the Fourth Schedule, the appropriate fee specified in the third column of that Part of the Schedule.

7. (1) Where an entity not specified in the Third Schedule makes use of CBRIS, it shall pay to the Registrar, for matters set out in the second column of Part II of the Fourth Schedule, the appropriate fee specified in the third column of that Part of the Schedule.

(2) Nothing in paragraph (1) shall prevent an entity not specified in the Third Schedule from using a package under item 1(d) to (i) or 3(a) to (d) of Part I of the Fourth Schedule and paying the appropriate fee specified in the third column of that Part of the Schedule.

8. The Companies (Fees payable to Registrar) Regulations 2001 are revoked.

9. These regulations shall come into operation on 27 January 2016.

Made by the Minister on 21 December 2015.

FIRST SCHEDULE

[Regulation 3]

FEES IN RESPECT OF COMPANIES AND COMMERCIAL PARTNERSHIPS

PART I

Items	Matters in respect of which a fee shall be payable	Within due date	After due date
1.	In the case of a private company –		
	(a) at the time of its incorporation	Nil	-
	(b) at the time of registration by continuation	Nil	-
	(c) in respect of every subsequent year	Rs 9,000	Rs 13,500
2.	In the case of a public company –		
	(a) at the time of its incorporation	Nil	-
	(b) at the time of registration by continuation	Nil	-
	(c) in respect of every subsequent year	Rs 13,500	Rs 20,250
3.	In the case of a foreign company –		
	(a) at the time of its registration	Nil	-
	(b) in respect of every subsequent year	Rs 13,500	Rs 20,250
4.	In the case of a private company holding		

	a Category 1 Global Business Licence –		
	(a) at the time of its incorporation	Rs 3,000	-
	(b) at the time of registration by continuation	Rs 3,000	-
	(c) in respect of every subsequent year	Rs 9,000	Rs 13,500
5.	In the case of a public company holding a Category 1 Global Business Licence –		
	(a) at the time of its incorporation	Rs 13,500	-
	(b) at the time of registration by continuation	Rs 13,500	-
	(c) in respect of every subsequent year	Rs 13,500	Rs 20,250
6.	In the case of a foreign company holding a Category 1 Global Business Licence –		
	(a) at the time of registration	Rs 13,500	-
	(b) in respect of every subsequent year	Rs 13,500	Rs 20,250
7.	In the case of a company holding a Category 2 Global Business Licence –		
	(a) at the time of its incorporation	USD 65	-
	(b) at the time of registration by continuation	USD 65	-
	(c) in respect of every subsequent year	USD 65	USD 100
7A	In the case of a private company holding a Global Business Licence —		
	(a) at the time of its incorporation	Rs 3,000	—
	(b) at the time of registration by continuation	Rs 3,000	—
	(c) in respect of every subsequent year	Rs 9,000	Rs 13,500
7B	In the case of a public company holding a Global Business Licence —		

	(a) at the time of its incorporation	Rs 13,500	-
	(b) at the time of registration by continuation	Rs 13,500	-
	(c) in respect of every subsequent year	Rs 13,500	Rs 20,250
7C	In the case of an Authorised Company —		
	(a) at the time of its incorporation	USD 100	-
	(b) at the time of registration by continuation	USD 100	-
	(c) in respect of every subsequent year	USD 100	USD 150
8.	In the case of a company –		
	(a) recorded by the Registrar as being a dormant company	Rs 2,500	Rs 3,750
	(b) in respect of every subsequent year	Rs 2,500	Rs 3,750
9.	In the case of a small private company –		
	(a) with a turnover not exceeding 30 million rupees, in respect of every subsequent year	Rs 500	Rs 750
	(b) with a turnover exceeding 30 million rupees, in respect every subsequent year	Rs 2,500	Rs 3,750
10.	In the case of a commercial partnership (<i>société commerciale</i> , including <i>société commerciale de fait</i>) –		
	(a) at the time of its registration	Rs 9,000	-
	(b) in respect of every subsequent year	Rs 9,000	Rs 13,500

Amended by [\[GN No. 241 of 2022\]](#)

PART II

Item	Matters in respect of which a fee shall be payable	(Rs)
1.	(1) For the issue of a certificate other than a certificate of incorporation	200
	(2) For a certificate of incorporation issued Electronically	Nil
	(3) For a signed copy of the certificate of incorporation	300
2.	For certifying any copy of extract of any document in the custody of the Registrar	200
3.	For a copy or extract of –	
	(a) a constitution or financial statements	500
	(b) any certificate or other document in the custody of the Registrar	200
4.	For a summary of the file	200
5.	For search of information in respect of a company or commercial partnership	100
6.	For a request to provide information in relation to company holding a Category 1 Global Business Licence or a Category 2 Global Business Licence pursuant to section 14(8)	100
7.	For a request to restore a company to the register	5,000
8.	(1) For the resubmission of document within the time limit	200
	(2) Penalty for resubmission of document after time limit, per month or part of a month	100

Amended by [\[GN No. 118 of 2017\]](#); [\[GN No. 163 of 2018\]](#); [\[GN No. 207 of 2020\]](#); [\[GN No. 217 of 2020\]](#)

SECOND SCHEDULE

[Regulation 4]

Item	Matters in respect of which a fee shall be payable	(Rs)
1.	For the issue of a certificate other than a certificate of incorporation	100
2.	For a copy or extract of –	
	(a) a constitution or financial statements	400
	(b) any certificate or other document in the custody of the Registrar	100
3.	For a summary of the file	100
4.	For search of information in respect of a company or commercial partnership or Foundation or limited partnership	Nil
5.	For certifying any copy or extract of any document in the custody of the Registrar	100
6.	For resubmission of any document	Nil
7.	For submission of an amended charter in relation to a Foundation	1,000

Amended by [\[GN No. 118 of 2017\]](#)

THIRD SCHEDULE

[Regulation 5]

A person providing a service by making a filing or payment required under the Act or a relevant Act

Audit firm

Company with turnover of 50 million rupees or more

Corporate secretary or firm providing secretarial services

Law firm

Management company or company with a management licence issued under the Financial Services Act

Registered agent

FOURTH SCHEDULE

[Regulations 6 and 7]

FEES PAYABLE TO REGISTRAR FOR USE OF CBRIS

PART I – ENTITIES SPECIFIED IN THE THIRD SCHEDULE

Item	Package for a validity period of 12 months, as from date of receipt of the fees, for electronic submission in the prescribed or approved form	(Rs)
1.	Number of electronic submissions –	
	(a) 1	45
	(b) 5	220
	(c) 10	425

	(d) 25	1,005
	(e) 50	1,900
	(f) 75	2,675
	(g) 100	3,335
	(h) 300	8,625
	(i) 500	11,500
2.	Electronic searches, valid for a continuous period of 24 hours as from the link is first clicked on, per entity or person	Nil
3.	Package for electronic payment of yearly fees to Registrar, per entity or person –	
	(a) not exceeding 100	30
	(b) not less than 101 nor more than 300	25
	(c) not less than 301 nor more than 500	20
	(d) exceeding 500	15

PART II – ENTITIES NOT SPECIFIED IN THE THIRD SCHEDULE

Item	Package for a validity period of 12 months, as from date of receipt of the fees, for electronic submission in the prescribed or approved form	(Rs)
1.	Number of electronic submissions –	
	(a) 1	35
	(b) 5	165
	(c) 10	310
2.	Electronic searches, valid for a continuous period of 24 hours as from the link is first clicked on, per entity or person	Nil