



**Company  
Partners**<sup>®</sup>  
REGISTER.EMPOWER.GROW



# OUR SERVICES

*We Partner with SMEs from Start to Finish*



## REGISTER

*We'll start your journey with a FREE Business Consultation to understand exactly what your business needs to start trading.*



## EMPOWER

*Next, we'll guide you through the compliance documents for your specific industry, Tender/Contact applications and other business needs.*



## GROW

*As your Company grows, we offer various Bookkeeping & Accounting Services, Tender Assistance and Document Renewals.*

*Over 120 Services to help you get your Company Documentation in order.  
Over 50 Specialists use our Online System (integrated with CIPC, SARS, COID, CIDB and NHBR processes) to deliver each Company Service ASAP.*



**AWARD WINNING SERVICE PROVIDER  
FOR SOUTH AFRICAN SMEs**



SOUTH AFRICAN  
SMALL BUSINESS  
**AWARDS**<sup>®</sup>  
2021



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🌐 [www.companypartners.co.za](http://www.companypartners.co.za)



# HERE ARE OUR TOP 10 CLIENT FAVOURITE SERVICES

For ALL Services simply scroll down to the relevant  
Category of the service you are looking for.

<b>New Company Registration Package</b>	<b>R 880</b>	<a href="#">Learn more &gt;</a>
<b>2024 Shelf Company with Tax Clearance</b>	<b>R 3990</b>	<a href="#">Learn more &gt;</a>
<b>Share Certificates</b>	<b>R 690</b>	<a href="#">Learn more &gt;</a>
<b>Annual Returns at CIPC (Submission for 1 Year)</b>	<b>R 590</b>	<a href="#">Learn more &gt;</a>
<b>Tax Clearance Pin Certificate</b>	<b>R 790</b>	<a href="#">Learn more &gt;</a>
<b>UIF / PAYE / SDL Registration at SARS</b>	<b>R 2290</b>	<a href="#">Learn more &gt;</a>
<b>VAT Registration</b>	<b>R 2990</b>	<a href="#">Learn more &gt;</a>
<b>COIDA &amp; Letter of Good Standing (Combo)</b>	<b>R 2290</b>	<a href="#">Learn more &gt;</a>
<b>Imports &amp; Exports License (Combo)</b>	<b>R 2990</b>	<a href="#">Learn more &gt;</a>
<b>NHRBC Registration (facilitation fee)</b>	<b>R 3290</b>	<a href="#">Learn more &gt;</a>

## Want to see More Top Services?

View our full list of Most Popular Services  
and Popular Packages [HERE](#).



**Pricelist March 2025 - pricing is subject to change. T's and C's Apply.**

# CIPC & COMPANY SECRETARIAL SERVICES

From Company Registration services to updating  
and maintaining your company at CIPC.



## New PTY Company Registrations & Shelf Companies

• New Company Registration Package	R 880	<a href="#">Learn more &gt;</a>
• New Pty Company (Shelf Name)	R 890	<a href="#">Learn more &gt;</a>
• 2024 Shelf Company (incl. Name Change and TCC)*	R 3990	<a href="#">Learn more &gt;</a>
• 2024 Shelf Company (incl. Name Change, TCC and PAYE)*	R 5990	<a href="#">Learn more &gt;</a>
• 2024 Shelf Company (with Import / Export)*	R 14990	<a href="#">Learn more &gt;</a>
• 2010 Shelf CC (Old Company Format)*	R 46500	<a href="#">Learn more &gt;</a>
• Older Shelf Entities (2014 - 2023)	Price TBC	<a href="#">Learn more &gt;</a>
• New Pty Company and Share Certificates Combo	R 1590	<a href="#">Learn more &gt;</a>
• New External Company	R 2990	<a href="#">Learn more &gt;</a>
• Name Reservation	R 590	<a href="#">Learn more &gt;</a>

\*Shelf Companies subject to stock availability.

## Annual Returns at CIPC (excl. CIPC Fees)

• Annual Returns at CIPC (Submission Fee for 1 Year)	R 590	<a href="#">Learn more &gt;</a>
• Annual Returns at CIPC (Submission Fee for 2 Years)	R 790	<a href="#">Learn more &gt;</a>
• Annual Returns at CIPC (Submission Fee for 3 Years)	R 1290	<a href="#">Learn more &gt;</a>
• Annual Returns at CIPC (Submission Fee for 4 Years)	R 1490	<a href="#">Learn more &gt;</a>
• Annual Returns at CIPC - 5 or More Years	Price TBC	

## Amendments for a Company or CC

• Registered Office Change (Business Address)	R 890	<a href="#">Learn more &gt;</a>
• Details of Director or Member Change	R 890	<a href="#">Learn more &gt;</a>
• Name Change of a Company (or CC)	R 1790	<a href="#">Learn more &gt;</a>
• Financial Year End for a Pty or CC	R 790	<a href="#">Learn more &gt;</a>
• Accounting Officer / Company Secretary / Auditor Change	R 990	<a href="#">Learn more &gt;</a>
• Add or Resign Director or Members	R 1690	<a href="#">Learn more &gt;</a>
• Special Resolution (Change to Main Objective or MOI)	R 1890	<a href="#">Learn more &gt;</a>
• Defensive Name Reservation	R 790	<a href="#">Learn more &gt;</a>
• Add & Resign Directors (Combo Deal)	R 1690	<a href="#">Learn more &gt;</a>
• Remove Director(s) Forcefully	R 990	<a href="#">Learn more &gt;</a>

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# SHARE MANAGEMENT & MORE CIPC SERVICES

Effective Share Management to ensure you comply with The Companies Act, as well as other entity registrations at CIPC.

## Shares & Beneficial Ownership

- Share Certificates R 690 [Learn more >](#)
- Change Existing Shareholding (Transfer / Allotment / Re-creation) R 890 [Learn more >](#)
- Increase Authorised Shares in a Pty Company R 1290 [Learn more >](#)
- Re-issue of Lost Share Certificates / Recreate share history R 890 [Learn more >](#)
- Electronic Share Register Setup R 590 [Learn more >](#)
- Electronic Share Register Update (Existing Register) R 590 [Learn more >](#)
- Share Certificate and Electronic Register Setup Combo R 990 [Learn more >](#)
- Beneficial Ownership Register at CIPC R 990 [Learn more >](#)
- Trust Beneficial Ownership Register R 1290 [Learn more >](#)
- Shareholders Agreement R 2290 [Learn more >](#)

## Other Entities & CIPC Services

- Certificate of Confirmation (alternative to CK1 or Cor14.3 Document) R 690 [Learn more >](#)
- Original Registration Documents (Copy of CK1 or Cor14.3 Document) R 1490 [Learn more >](#)
- CC to Pty Conversion R 1990 [Learn more >](#)
- Deregister a Pty or CC R 1790 [Learn more >](#)
- New Non-Profit Company Registration (NPC) R 1990 [Learn more >](#)
- NPO Registration (Non-Profit Organisation) R 1490 [Learn more >](#)
- PTY to NPC Conversion R 2290 [Learn more >](#)
- Re-instate Deregistered Company (or CC) R 2990 [Learn more >](#)
- Personal Liability Company (Inc.) R 3290 [Learn more >](#)
- Register a Co-Operative (Co-Op) R 2290 [Learn more >](#)
- PBO Registration R 2690 [Learn more >](#)
- Custom MOI prepared by our Law Department R 5490 [Learn more >](#)
- Trademark Registration (Phase 1: Special Comprehensive Search) R 2990 [Learn more >](#)
- Custom Trust and Registration R 13990 [Learn more >](#)
- CIPC Compliance Checklist R 5990 [Learn more >](#)

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# BUSINESS COMPLIANCE SERVICES

Ensure your company remains up to date and compliant with government regulations.



## SARS & DOL Registrations

- SARS Registered Representative R 990 [Learn more >](#)
- Tax Clearance Combo (Includes Registered Representative) R 990 [Learn more >](#)
- VAT Registration (Mandatory or Voluntary) R 2990 [Learn more >](#)
- VAT De-registration R 3290 [Learn more >](#)
- Personal Income Tax Registration R 1490 [Learn more >](#)
- UIF, PAYE & SDL Registration (SARS) R 2290 [Learn more >](#)
- UIF Registration (Department of Labour) R 1690 [Learn more >](#)
- Import OR Export License (Single) R 2290 [Learn more >](#)
- Import and Export License (Combo) R 2990 [Learn more >](#)
- Import and Export License (Foreigners) R 4490 [Learn more >](#)
- RLA Migration R 2990 [Learn more >](#)

## TAX & VAT Returns

- IRP6 Provisional Tax Returns (dormant) R 590 [Learn more >](#)
- IT14 Tax Returns for business (dormant) R 690 [Learn more >](#)
- IRP6 Provisional Tax Returns for business (trading) R 1690 [Learn more >](#)
- IT14 Tax Returns for business (trading) R 2490 [Learn more >](#)
- VAT Returns R 1690 [Learn more >](#)
- Annual Financial Statement Setup and Submission (Basic Fee) R 9990 [Learn more >](#)
- EMP501 Return Submission R 1490 [Learn more >](#)
- EMP501 Audit R 1690 [Learn more >](#)
- Personal Tax Returns R 1290 [Learn more >](#)

## COIDA & Letter of Good Standing

- COIDA Registration (Workmans Compensation) R 1890 [Learn more >](#)
- Letter of Good Standing (Workmans Compensation) R 990 [Learn more >](#)
- Return of Earnings Submission (Assessment fees not included) R 790 [Learn more >](#)
- COIDA Package (Registration & Letter of Good Standing) R 2290 [Learn more >](#)

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# INDUSTRY & TENDER COMPLIANCE

Services to ensure you stay compliant with your chosen industry, and ensure you can apply for tenders.

## Construction / Building Certificates

- CIDB Registration Level 1 (New or Renewals) R 2290 [Learn more >](#)
- CIDB Registration Level 1 Electrical Engineering (Class EB) R 2790 [Learn more >](#)
- CIDB Registration Level 2-9 (New or Renewals) Free Consultation [Learn more >](#)
- NHBRC Registration R 3290 [Learn more >](#)
- NHBRC Renewals R 1490 [Learn more >](#)

## Security Company Registrations

- PSIRA Registration R 2990 [Learn more >](#)
- PSIRA individual Grading (Grades E - A) FREE Consultation [Learn more >](#)

## Business Plans / Company Profile

- Company Profile For Tenders R 990 [Learn more >](#)
- Entry Level Business Plan (For Basic Financing, Tenders and Planning) R 3490 [Learn more >](#)
- Construction Business Plan (For Financing / Construction Tenders) R 4490 [Learn more >](#)
- Security Business Plan (PSIRA approved - for Financing / Security Tenders) R 4490 [Learn more >](#)
- Comprehensive Business Plan (For Financing / Tenders) R 9990 [Learn more >](#)
- Specialised Business Plan (Includes Industry Research) R 14990 [Learn more >](#)

## Tender Documents

- BEE Affidavit Free Service [Learn more >](#)
- BEE Certificate (SANNAS) Free Consultation [Learn more >](#)
- CSD Registration R 690 [Learn more >](#)

## Health and Safety

- Health & Safety Plan (Site / Project Specific) (Initiation fee - Additional fees apply) R 2790 [Learn more >](#)
- Health & Safety File (Comprehensive File) (Initiation fee - Additional fees apply) R 2990 [Learn more >](#)

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# OTHER BUSINESS SERVICES



## Transport & International Trading Compliance

- *Cross Border Permit for Minibus (Passengers)* R 9900 [Learn more >](#)
- *Cross Border Permit for Bus (Passengers)* R 12900 [Learn more >](#)
- *EUR 1 or SADC Certificates* R 2290 [Learn more >](#)

## Additional Business Compliance

- *POPI Compliance Certificate* R 4290 [Learn more >](#)
- *Comprehensive POPI Implementation* R 3690 [Learn more >](#)
- *Due Diligence* Free Consultation [Learn more >](#)
- *Business Valuation* Free Consultation [Learn more >](#)

## Marketing & Branding

- *Professional Logo Design (Custom Design)* From R 2990 [Learn more >](#)
- *Business Website* From R 3990 [Learn more >](#)
- *E-Commerce Solutions* From R 6770 [Learn more >](#)
- *Branding (Business Card / Email Signature/ Letterhead)* From R 990 [Learn more >](#)
- *Professional Company Profile (5 Pages - R150 per extra page)* From R 990 [Learn more >](#)
- *Social Media Setup (Facebook / LinkedIn)* From R 990 [Learn more >](#)
- *Custom Designs (Flyer / Vehicle Branding / Labels / Stickers)* Free Consultation [Learn more >](#)

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# MONTHLY ACCOUNTING & BOOKKEEPING SERVICES



**Your Dedicated Accountant  
is registered at SAIBA /  
CIMA / SAIT and is a Tax  
Practitioner at SARS.**

**We specialize in offering a diverse selection of Accounting Packages tailored specifically for small businesses in South Africa. Our trusted Accountants cover all of your Monthly Accounting and Bookkeeping requirements.**

## Custom Accounting Solutions

- Monthly accounting up to Management Accounts
- IRP6 Provisional Tax Returns (August & February)
- IT14 Tax Returns (July)
- Tax Clearance Pin Renewal Annually
- VAT Processing and Returns
- VAT Audits
- Annual Financial Statements
- Personal Taxes & Director Tax Returns
- Accounting Software License Included (SmartEdge)
- Monthly Accounting Report (On work completed)
- Monthly Accountant Feedback Sessions
- Dedicated Helpline – SAIT/SAIBA Registered Accountants

SMARTEDGE

Sage xero

**We'll create a tailor-made package that fits your Business and budget.  
No matter how big or small your Business – our contract with you is  
month-to-month and can thus be adjusted at any time.**



# Looking for a Package Option?

Our Package Options provide all the essentials at discounted rates, ensuring that you receive the value you deserve.

## Our Premium Company Registration Packages

All our Company Registration Packages start with a Pty Company which is done in 24-hours; and the other services (Tax Clearance, VAT, etc.) afterward.

**Tender Package**

**R3890**  
~~R5140~~

Get ready to Apply for Tenders with all your Basic Tender Compliance needs.

[Learn More >](#)

**VAT Package**

**R5990**  
~~R7440~~

Need a New Company & VAT registration? Then our VAT Package is just for you.

[Learn More >](#)

**Elite Tender Package**

**R6890**  
~~R8910~~

Everything you need to apply for larger/ industry related Tenders.

[Learn More >](#)

## Our Industry Packages

All our Industry Packages start with a Pty Company which is done in 24-hours; and the other services (Tax Clearance, COIDA, CIDB, etc.) afterward.

**PSIRA Ready Package**

**R3290**  
~~R4450~~

Looking to start a Security Business? This package will get you ready to apply for PSIRA.

[Learn More >](#)

**Building Ready Package**

**R3990**  
~~R5140~~

Looking to start a building/ construction company? Our Building Ready package is ideal to get you started.

[Learn More >](#)

**Transport Package**

**R6290**  
~~R8220~~

Our Transport package will have you ready to enter the world of Logistics in the fastest timeframe.

[Learn More >](#)

**Construction Package**

**R6490**  
~~R8420~~

Register your new construction company with our construction package and apply for tenders ASAP.

[Learn More >](#)

## Need a Custom Package?

Speak to your Consultant about setting up a custom package to meet all your business needs at the best possible price!



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# Have any Questions?

Speak to one of our 50 Business Specialists today!



## Free Consultation

Free Consultation with a Compliance Specialist to assess exactly what you need.



## Over 120 Services

Full-Scale Compliance Services for all industries, as well as Monthly Tax, Accounting and Payroll.



## Online Tracking

Secure Online Tracking System for all your Company Compliance (free).



## Money Back Gaurentee

If we cannot assist you, you are guaranteed your money back.

## CLAIM YOUR FREE CONSULTATION

For more info, contact us on **0800 007 269 (Toll Free)**  
or signup via **[www.companypartners.co.za](http://www.companypartners.co.za)**

*In-Person Meetings (by appointment) at the following addresses:*

**📍 HEAD OFFICE:**

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70 Edward Rd, Bo Oakdale, Cape Town,  
Western Cape, South Africa, 7530.

**📍 TAX OFFICE:**

Unit 25 Block B, Willowbrook Office Park,  
651 Van Hoof St, Willowbrook, Roodepoort,  
Gauteng, South Africa, 1724.