

## Form 14 | Annual return

Section 119, Companies Act 2012

### Notes

If there is insufficient space on the form to supply the required information, attach a separate sheet containing the information set out in the prescribed format.

The information on this form must be either typewritten or printed legibly.

<b>For office use only</b>
Document number <input type="text"/>
<i>Place barcode here</i>

**Company name**

**Company number**

### 1. Date of annual return

This must be a date within the month allocated by the Registrar for filing your annual return.

Date (dd/mm/yyyy):  /  /

### 2. Addresses

There are no changes in addresses (tick this box if applicable and skip to item 4).

If there are changes to any addresses, update the information below.

#### a. Address of registered office

Note: Must be a physical address in Vanuatu. Must not be either a PO Box or Private Bag address.

<input type="text"/>
Province or Municipality: <input type="text"/>

#### b. Postal Address

The postal address is the same as the registered office address

OR

The postal address to which communications from the Registrar may be sent is set out below.

<input type="text"/>
Province: <input type="text"/>

Email:

### 3. Records

Complete if any of the records described in section 113(4) of the Companies Act 2012 are not kept at the company's registered office. Otherwise, go to **4. Directors**.

Description of records	Address of place where records kept

### 4. Directors

#### Instructions for completing director information

1. If there are more than four existing directors, attach a separate sheet containing the information set out in the prescribed format. All names should be printed in BLOCK letters.
2. If there has been a change in directors (appointment or cessation) or a change in the details of an existing director, form 12 must be submitted together with this annual return.
3. The following persons are confirmed as the directors of the company as at the date of the annual return:

*Note: If there are more than four directors, please attach a separate sheet containing the information set out in the prescribed format.*

Full legal name*:
Full legal name*:
Full legal name*:
Full legal name*:

\* *Print first name(s) followed by surname in BLOCK letters.*

### 5. Shareholders

#### Instructions for completing shareholder information

1. If there are more than four existing shareholders, attach a separate sheet containing the information set out in the prescribed format. All names should be printed in BLOCK letters.
2. If there has been a change in shareholders or a change in the details of an existing shareholder, a form 8, 9, 10, 11 or 11A, as relevant, must be submitted together with this annual return.
3. The following persons are confirmed as the shareholders of the company as at the date of the annual return:

**Note:** If there are more than four shareholders, please attach a separate sheet containing the information set out in the prescribed format.

Full name*:	Class of shares (if relevant):
	Number of shares held in each class:
Full name*:	Class of shares (if relevant):
	Number of shares held in each class:
Full name*:	Class of shares (if relevant):
	Number of shares held in each class:
Full name*:	Class of shares (if relevant):
	Number of shares held in each class:

\* In the case of a natural person, print first name(s) followed by surname in BLOCK letters.

## 6. Community Company requirements

If your company is a community company, you must attach a copy of the Community Company report required under section 169 of the Companies Act 2012.

## 7. Business Sector

Please indicate (circle or underline) the primary sector your company operates in:

- Agriculture, forestry, and fishing
- Mining and quarrying
- Manufacturing
- Electricity, gas, steam, and air conditioning supply
- Water supply; sewerage, waste management, and remediation activities
- Construction
- Wholesale and retail trade; repair of motor vehicles and motorcycles
- Transportation and storage
- Accommodation and food service activities
- Information and communication
- Financial and insurance activities
- Real estate activities
- Professional, scientific, and technical activities
- Administrative and support service activities
- Public administration and defence; compulsory social security
- Education
- Human health and social work activities
- Arts, entertainment, and recreation
- Other service activities
- Activities of households as employers; undifferentiated goods- and services-producing activities of households for own use
- Activities of extraterritorial organizations and bodies

**8. Lodged by**

Name:

Address:

**Other contact details:**

Telephone:

Email (optional):

**Name and Signature of director or by a solicitor or authorized public accountant here**

Name:

Sign:

**9. Checklist**

The following must accompany this form:

- The prescribed fee
- If your company is a community company, a copy of the required report.