

**CORPORATE AND BUSINESS REGISTRATION DEPARTMENT  
(Formerly called The COMPANIES DIVISION)**

**One Cathedral Square Building  
Jules Koenig Street  
Port Louis**

**PAYMENT OF ANNUAL REGISTRATION FEES BY COMPANIES,  
SOCIETE COMMERCIALES, FOUNDATIONS AND LIMITED  
PARTNERSHIPS FOR 2018**

The public is hereby informed that, in accordance with the Companies Act 2001, the Limited Partnerships Act 2011 and the Foundations Act 2012, annual registration fees should be paid during the period **03 January to 22 January 2018**.

Payment of fees may be effected as from the 1st working day i.e. **3 January 2018 to 22 January 2018** in respect of the following:

	<b>Types of Companies/Sociétés/Limited Partnerships/Foundations</b>	<b>Registration Fees Payable (Rs)</b>	
		<b>Within Due Date</b>	<b>After Due Date</b>
(a)	Small Private company (Turnover not exceeding Rs 10 Million)	500***	750
(b)	Small Private company (Turnover exceeding Rs 10 Million)	2,500	3,750
(c)	Private company (Turnover more than Rs 50 Million)	9,000	13,500
(d)	Public Company	13,500	20,250
(e)	Foreign Company	13,500	20,250
(f)	Private Company holding a Category 1 Global Business Licence	9,000	13,500
(g)	Public company holding a Category 1 Global Business Licence	13,500	20,250
(h)	Foreign company holding a category 1 Global Business Licence	13,500	20,250
(i)	Company holding a Category 2 Global Business Licence	US\$65	100
(j)	Dormant Company ( <i>Only those companies recorded by the Registrar as being dormant</i> )	2,500	3,750
(k)	Société Commerciale including Société Commerciale de fait	9,000	13,500
(l)	Domestic Limited Partnership	2,500	3,750
(m)	Foreign Limited Partnership	9,000	13,000
(n)	Limited Partnership holding a Category 1 Global Business Licence	2,500	3,750
(o)	Foundation (including redomiciliation)	9,000	13,000

(1) **Payment of Registration Fees by a Small Private Company**

Small private companies are reminded that payment of 2018 annual fees depends on their turnover i.e. -

**A fee of Rs 500 is payable in case turnover does not exceed Rs 10 Million.**

**Note:** The amount to be claimed as Registration fee will be based on the turnover available at this Office.

**In case the financial summary has not been filed or not due yet, the fees must be accompanied by a Declaration made by the Director(s) that the turnover of the Company has not exceeded 10 million rupees during the last preceding accounting period.**

**A specimen of the Declaration Form may be downloaded from our Website or collected at the Counter of the Office**

(2) **New procedures for payment of Registration fees**

*pursuant to paragraph 5 (1) & (2) of the Regulation dated 9 January 2016 (GN 3 of 2016 refers):*

**The following entities must according to the above regulations use the online service:**

- 1. A person providing a service by making a filing or payment required under the Act or a relevant Act.**
- 2. Audit Firm.**
- 3. Company with turnover of 50 million rupees or more.**
- 4. Corporate Secretary or firm providing secretarial services.**
- 5. Law firms.**
- 6. Management company or company with a management licence issued under the Financial Services Act**

In order to effect Online payment, the entities listed above / companies (if not already registered) should be registered with the Mauritius Network Services (MNS) at <http://servicesmns.mu>. For more information you may call the MNS customer services department on 401-6805.

Once registered the following steps must be followed:

• ***The menu Yearly Fees consists of the four sub menus:-***

<b>Search</b>	–	Search companies to perform Yearly Fees
<b>Retrieve</b>	–	Retrieve pending transactions to be sent
<b>Sent</b>	–	View sent transactions for which receipts are not yet issued
<b>History</b>	–	View Yearly Fees transactions with Receipts

• ***Go to Yearly Fees – Search***

- 1. Select Entity. Management Companies, Corporate Secretaries, etc should select “Service Provider” whereas Individual Company should select “Company”.**

2. Select the Currency, either MUR or USD.
3. Click on the Proceed button to navigate to the next page where you can search the company name.
4. Company can be searched by its name or by alphabet.
5. Management Companies, Corporate Secretaries, Service Providers etc can click on the "Search All Companies" button to display a list of all companies under their management.

### 3. **Modes of Payment**

**Payment can be effected in the following manners:**

#### 1. **By cash only at the Office**

Payment may be effected as follows:-

By calling at the Cash Office situated on lower ground floor at One Cathedral Square Building, Jules Koenig Street, Port Louis during the following official hours:

**Weekdays: 9.00 a.m. to 4.30 p.m.**

**Saturdays: 9.00 a.m. to 12.00 hours**

2. **Cheques to be deposited or posted should reach this office on or before 22 January 2018 at latest by 4.00 p.m otherwise a different fee will be applicable.**

**The cheque should:**

- payable to the Government of Mauritius
- be crossed
- *clearly indicate on verso, the file number and name of the company and the name, address and phone number of a contact person.*

#### 3. **Online Payment:**

Companies should be registered with the Mauritius Network Services (MNS) at <http://servicesmns.mu>. For more information you may call the MNS customer services department on 401-6805.

#### 4. **From deposit account**

**Note:** Companies operating a Deposit A/C with CBRD should ensure that they replenish same before 31st December 2017 to enable payment of Registration Fees for 2018 as from 3rd January 2018.

#### 5. **Electronic transfer via local banks (For MUR only).**

#### 6. **By Debit/Credit cards \***

*\*By Credit/Debit cards –*

**\* Note:-** A **Service Charge of . 1.725%** is applicable for payment of Registration fees exceeding Rs 25 000

Companies, Sociétés, Limited Partnerships and Foundations are reminded that it is their responsibility to ensure that payment of Registration Fee is effected **not later than 22 January 2018**. After the due date, i.e. **22 January 2018**, another fee is applicable as per above schedule.

*The public is also informed that a list of companies/Sociétés Commerciales/Limited Partnerships and Foundations with the corresponding annual registration fees payable is available on our website <http://companies.govmu.org> - for consultation as from 15 December 2017.*

**Note:** Early payment of registration fees will be accepted by the Office as from **15 December 2017** .The same modes of payments apply.

***Non-payment of Registration fee amount to an offence under the Act.***

**DECEMBER 2017**

**REGISTRAR OF COMPANIES**