



CORPORATE AND BUSINESS REGISTRATION DEPARTMENT

One Cathedral Square Building
Jules Koenig Street
Port Louis

- (I) Annual Registration Fee
- (II) Trade Fee

(I) PAYMENT OF ANNUAL REGISTRATION FEES BY COMPANIES, SOCIÉTÉS COMMERCIALES, LIMITED PARTNERSHIPS, LIMITED LIABILITY PARTNERSHIPS AND FOUNDATIONS FOR 2021

The public is hereby informed that, in accordance with the Companies Act 2001, the Limited Partnerships Act 2011, the Limited Liability Partnerships Act 2016 and the Foundations Act 2012, annual registration fees should be paid during the period **04 January to 20 January 2021**. Payment of fees in respect of the following may be effected as from the first working day, that is, **4 January 2021 to 20 January 2021** at the office and online.

Types of Companies / Sociétés / Limited Partnerships/ Limited Liability Partnerships/Foundations		Registration Fees Payable (Rs)	
		Within Due Date	After Due Date
(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 exceeding 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 (Incorporated prior to 16 th October 2017)	9,000	13,500
(g)	Public company holding a Category 1 Global Business Licence (Incorporated prior to 16 th October 2017)	13,500	20,250
(h)	Foreign company holding a Category 1 Global Business Licence (Incorporated prior to 16 th October 2017)	13,500	20,250

(i)	Company holding a Category 2 Global Business Licence (Incorporated prior to 16th October 2017)	US\$65	US\$100
(j)	Private company holding a Global Business Licence	9,000	13,500
(k)	Public Company holding a Global Business Licence	13, 500	20,250
(l)	Authorised Company	US\$100	US\$150
(m)	Dormant Company (Only those companies recorded by the Registrar as being dormant)	2,500	3,750
(n)	Société Commerciale including Société Commerciale de fait	9,000	13,500
(o)	Domestic Limited Partnership	2,500	3,750
(p)	Foreign Limited Partnership	9,000	13,000
(q)	Limited Partnership holding a Category 1 Global Business Licence	2,500	3,750
(r)	Domestic Limited Liability Partnership	2500	3750
(s)	Foreign Limited Liability Partnership	9000	13000
(t)	Limited Liability Partnership holding a Category 1 Global Business Licence	2500	3750
(u)	Foundation (including redomiciliation)	9,000	13,000

1. Payment of Registration Fees by a Small Private Company

Small private companies are reminded that the payment of 2021 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 (1): The amount to be claimed as Registration fee will be based on the turnover recorded 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 on the ground floor of the office.

(II) TRADE FEE

Following amendment to **The Local Government Act**, payment of Trade Fees for the financial year 2020/2021 should be effected at the office of the **Corporate and Business Registration Department (CBRD)** as follows:-

- a) In a single instalment **on or before 20 January 2021**; or

- b) Where the fees due exceed the sum of 5,000 rupees, in 2 equal instalments, **the first instalment being paid on or before 20 January 2021** and the second instalment being paid on or before 30 June 2021.

Note (2): In accordance with regulation 3(1) of The Local Government (Fees) Regulations 2019, those businesses whose classified trade and the fee leviable is not more than MUR 5,000, are exempted from payment of trade fee. However, **trade fee should be paid in respect of classified trade regulated under The Excise Act and the Gambling Regulatory Authority Act.**

For any assistance you may require, please contact the CBRD on the following:

Hotline: 202 0612

Email: co.business@govmu.org or tradeleepayment@govmu.org

2. Procedures for payment of Registration fees

Pursuant to paragraphs 5(1) & (2) of the Regulations 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. Company Service Provider
5. Law firm.
6. Management Company or company with a management licence issued under the Financial Services Act.
7. Registered Agent

3. Modes of Payment

Payment can be effected in the following manners:

a) CASH (*Payable only at CBRD*)

Payment may be effected as follows:-

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

Weekdays: 8.30 a.m. to 4.30 p.m.

Saturdays: 8.30 a.m. to 12.00 hours

b) PAYMENT BY CHEQUES

Any cheque either **deposited or posted** should reach this office on or before **20 January 2021 at latest by 4.00 p.m** otherwise a different fee will be applicable.

The cheque should:

- *be 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.*

c) ONLINE PAYMENT

In order to effect online payment, the entities listed at **2** above (if not already registered) should be registered with the Mauritius Network Services (MNS) at <https://portalmns.mu/cbris/>. For more information, you may call the MNS Customer Service department on **401-6805**, or send an email to customer.service@mns.mu

(i) Procedures for paying Registration Fee online

Once registered, the following steps must be followed:

- ✓ Click on the **‘Pay Yearly/Trade Fees’**
- ✓ Go to **‘Dashboard’** and click on **‘Search Pending Fees’**
- ✓ Click on **‘Yearly Fees’**
- ✓ Once a list of **‘Pending Yearly Fees’** appear, select the **company/ companies** for which payment has to be effected. The item(s) will instantly be added to cart. A cart summary is displayed on the right-hand side of the application.
- ✓ To effect payment, select the appropriate **‘mode of payment’**, be it **‘Deposit Account’** (MUR & USD), **‘Electronic Payment’** (MUR only) or **‘Credit Card’** (MUR only).

(ii) Procedures for paying Trade Fee online

- ✓ Click on the **‘Pay Yearly/Trade Fees’**
- ✓ Go to **‘Dashboard’** and click on **‘Search Pending Fees’**
- ✓ Click on **‘Trade fees’** and select the appropriate BRN
- ✓ Select the Instalment to be paid for.
- ✓ On the left of screen, click on **‘Check Amount Due’** and proceed to payment.

(iii) Procedures for paying Trade Fee online (by an Individual)

- ✓ Step 1 – Register for a login and password:
<https://portalmns.mu/cbris-ytf/>
- ✓ Step 2- Upon registration, log in through:
<https://portalmns.mu/cbris-ytf/login>
- ✓ Step 3: Fill in the required information and effect payment using a credit card.

d) PAYMENT FROM DEPOSIT ACCOUNT

Note (3): Companies operating a Deposit A/C with CBRD should ensure that they replenish same in advance to enable payment of Registration Fees for 2021 and/or Trade fee as from 4th January 2021.

e) ELECTRONIC TRANSFER VIA LOCAL BANKS (*For MUR Only*)

f) BY DEBIT/CREDIT CARDS (*applicable for payment at CBRD's Cash Office*)

Note (4): If payment is effected by credit/debit card, a Service Charge of 1.725% is applicable for payment exceeding Rs 25,000.

g) POST OFFICES USING CREDIT CARD FOR PAYMENT OF TRADE FEE

The public is further informed that payment of Trade Fee may also be effected online at any Post Office in Mauritius by using Credit Card and Debit Card - on which the '**ONLINE PURCHASE**' feature should be activated.

Companies, Sociétés, Limited Partnerships, Limited Liability Partnerships and Foundations are reminded that it is their responsibility to ensure that payments of both Registration Fee and/or Trade Fee are effected not later than 20 January 2021. After the due date, i.e. 20 January 2021, another fee is applicable as per above schedule.

The public is also informed that a list of Companies/ Sociétés Commerciales/ Limited Partnerships/ Limited Liability Partnerships and Foundations with the corresponding annual registration fees payable is available on our website companies.govmu.org for consultation.

31 December 2020

AG. REGISTRAR OF COMPANIES