

Checklist for incorporation of a limited liability company

Details	Fill in here
Name of the company	
<p><i>Details of shareholders (Please note under the Kenyan Companies Act (Cap 486), a Company is required to Have a minimum of 2 Shareholders)</i></p> <p>Shareholder 1</p> <ul style="list-style-type: none"> ✓ Name ✓ Postal address ✓ Occupation ✓ Nationality 	
<p>Shareholder 2</p> <ul style="list-style-type: none"> ✓ Name ✓ Postal address ✓ Occupation ✓ Nationality <p>{insert more shareholders as necessary}</p>	
<p>Objectives of the company</p> <p>(state the main business of the company you require to take e.g. investments company)</p>	
Share Capital	

<p>State the ratios of ownership? (Will all shareholders be equal?)</p>	
<p>Form 203 If the same as the shareholders, please state same as shareholders.</p> <p>For all directors, please attach</p> <ol style="list-style-type: none"> 1. Passport photograph 2. Copy of National Identity Card or Passport 3. Copy of Personal Identification Card (for Kenyans) <p><u>Details of directors</u></p> <p>Director 1</p> <ul style="list-style-type: none"> ✓ Name ✓ Postal address ✓ Occupation ✓ PIN number <p>STATE DIRECTORSHIPS IN OTHER COMPANIES</p> <p>Director 2</p> <ul style="list-style-type: none"> ✓ Name ✓ Postal address ✓ Occupation ✓ PIN number <p>STATE DIRECTORSHIPS IN OTHER COMPANIES {insert more directors as necessary}</p>	
<p>Form 201 (registered office)</p> <ul style="list-style-type: none"> ✓ Physical address of the company e.g. LR. No. /Plot No. Plot No. Building Location Street ✓ Postal address 	

Please fill in and return to us info@capitaregistrars.co.ke