



**THE REPUBLIC
ATTORNEY GENERAL'S CHAMBERS
MINISTRY OF JUSTICE
MARINA PARADE
BANJUL**

The office of the Registrar of Companies under the Ministry of Justice hereby informs the general public and more specifically the corporate bodies and those wishing to set up companies under the Companies Act 2013, that the use of a company seal is not a mandatory requirement for both existing and new companies. The use of a company seal is therefore at the discretion of companies and does not in any way affect the legality or operation of the company.

The office will also like to use this opportunity to remind all existing companies of their statutory obligation to file annual returns. The filing of annual returns for companies is a mandatory requirement for all companies.

For sole proprietorships and general partnerships, failure to file annual returns is a contravention of Section 22 of the Single Window Business Registration Act 2014 and the penalties are as follows:

- a) The proprietor and each partner of the business commits an offence and is liable on conviction to a fine of not less than ten thousand dalasis.*
- b) A penalty of five hundred dalasis per day shall be payable for each day that such failure continues.*

For limited partnerships and companies, failure to file annual returns is a contravention of Sections 351 to 361 of the Companies Act 2013 and the penalties are as follows:

- a) The company together with every director or officer of the company who is in default commits an offence and is liable on conviction to a fine of –*
 - (i) One hundred thousand dalasis, in the case of public company , and*
 - (ii) Five hundred thousand dalasis, in the case of a private company.*

Companies and business are therefore advised to regularize their status and have updated annual returns to avoid being charged to court.

Companies can file their annual returns at the Companies Registry at the Ministry of Justice in Banjul or at its sub-office at the Kanifing Municipal Council office complex at West Field next to GAMCEL.

For more information, contact 7029918 / 3655508 / 9878336