Compliance Calendar – Private Company as a Family Office

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| Corporate Actions | Filing Requirements | Recurring Event |
| Commercial License Renewal | On the expiry date of license and no later than (30) days after license expiry | yes |
| Confirmation Statement | On the expiry date of license and no later than (30) days after license expiry | Yes |
| Appointment / Cessation of an Auditor 1  (Not applicable to small private companies) | Within 30 days of the appointment or cessation | No |
| Annual Audited Accounts 1  (Not applicable to small private companies) | Within 7 months of the financial year end of the company | Yes |
| Change of Name or Trading Name | Within 30 days of any change | No |
| Change of Registered Address | Within 30 days of any change | No |
| Change of Location to keep records and register | Within 30 days of any change | No |
| Change of Director (s) | Within 30 days of any change | No |
| Change of Company Secretary | Within 30 days of any change | No |
| Change of Shareholder (s) | Within 30 days of any change | No |
| Shareholder holding shares on trust | Within 30 days of the appointment | No |
| Nominee Director | Within 30 days of the appointment | No |
| Change of Ultimate Beneficial Owners (s) | Within 30 days of any change | No |
| Amendment of the Articles of Association | Within 30 days of any change | No |
| Change of Share Capital | Within 30 days of any change | No |
| Change of Authorised Signatory (s) on Commercial License | Within 30 days of any change | No |
| Filing of any Special Resolution of Shareholders | Within 30 days of date of resolution | No |
| Dissolution of the company |  | No |
| Application for Voluntary Strike of | As and when required by the company | No |

1 Small private companies are companies with less than or equal to 20 shareholders or an annual turnover of less than or equal to USD 5 million.