

Financial Supervision Commission

Companies Registry
P O Box 345
Finch Hill House
Bucks Road
Douglas
Isle of Man
IM99 2QS
Telephone: +44 (0)1624 689389
Facsimile: +44 (0)1624 689397
Email: companies@fsc.gov.im

P O Box 58
Finch Hill House
Bucks Road
Douglas
Isle of Man
IM99 1DT

Practice Note

Practice Note NMVPNI/2008

6th April 2008

Companies Act 2006 - Fees

This Practice Note replaces NMVPNI/2007 “Fees” issued on 6th April 2007.

Introduction

NOTE:- This Practice Note is issued by the Financial Supervision Commission in its capacity as Registrar of Companies under the Companies Act 2006 (“the Act”). All references, unless specifically stated, are to that Act only.

A copy of the Act is available on our website at:

www.fsc.gov.im > *Companies Registry* > *Companies Legislation*

This practice note sets out the fees payable to the Registrar of Companies under the Companies Act 2006.

This practice note is intended as a general guide only and must be read in conjunction with the relevant legislation. It has no legal status and should not be relied upon as a substitute for legal advice.

SD 83/2008 Companies (Fees, Duties and Penalties) Regulations 2008	
I	Incorporation
	For the incorporation of a company under this Act: £190
	Annual Return - all companies are required to file an annual return and late filing fees are payable by any company that delivers its annual return outside of the prescribed filing period.
	In the Regulation –
	“charity” means a company which on its return date is registered as a charity under the Charities Registration Act 1989 ^(b) , or a company that is a wholly owned subsidiary of a charity;

	<p>“dormant” means a company which is administered by the holder of a fiduciary licence issued in respect of the activities specified in section 1(2)(a) of the Corporate Service Providers Act 2000^(c) and which has not undertaken any activity by way of business or otherwise, has no assets or liabilities and has neither received income nor incurred expenditure other than costs associated with the incorporation of the company and issue of its shares;</p> <p>“excepted” means a company that is either:</p> <p>(a) a charity, or (b) a property management company;</p> <p>“property management company” means a non-profit making company whose sole purpose is to receive regular payments from occupants of a residential property which are used by that company solely for its administration and the management, repair and maintenance of the common parts of that property;“</p> <p>A copy of the regulation is available on our web site at www.fsc.gov.im Companies Registry / Regulations.</p>									
2	Annual Return, other than for a dormant or excepted company									
	For filing an Annual Return, other than for a dormant or excepted company, within the time limits prescribed by the Act:	£320								
	For filing an Annual Return, other than for a dormant or excepted company, later than one month after the latest date for completing the same:									
	<p>Length of delay, measured from the date the annual return is due</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: right;">1 month or less</td> <td>£385</td> </tr> <tr> <td style="text-align: right;">1 month and one day to 3 months</td> <td>£430</td> </tr> <tr> <td style="text-align: right;">3 months and one day to 6 months</td> <td>£490</td> </tr> <tr> <td style="text-align: right;">More than 6 months</td> <td>£550</td> </tr> </table> <p>The above amounts are inclusive of the prescribed filing fee for the Annual Return.</p>	1 month or less	£385	1 month and one day to 3 months	£430	3 months and one day to 6 months	£490	More than 6 months	£550	
1 month or less	£385									
1 month and one day to 3 months	£430									
3 months and one day to 6 months	£490									
More than 6 months	£550									
3	Annual Return for a dormant company with a return date on or after 6th April 2008									
	For filing an Annual Return for a dormant company with a return date on or after 6 th April 2008, within the time limits prescribed by the Act:	£75								
	For filing an Annual Return for a dormant company with a return date on or after 6 th April 2008, later than one month after the latest date for completing the same:									
	<p>Length of delay, measured from the date the annual return is due</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: right;">1 month or less</td> <td>£140</td> </tr> <tr> <td style="text-align: right;">1 month and one day to 3 months</td> <td>£185</td> </tr> <tr> <td style="text-align: right;">3 months and one day to 6 months</td> <td>£245</td> </tr> <tr> <td style="text-align: right;">More than 6 months</td> <td>£305</td> </tr> </table> <p>The above amounts are inclusive of the prescribed filing fee for the Annual Return.</p>	1 month or less	£140	1 month and one day to 3 months	£185	3 months and one day to 6 months	£245	More than 6 months	£305	
1 month or less	£140									
1 month and one day to 3 months	£185									
3 months and one day to 6 months	£245									
More than 6 months	£305									

10	On delivery of the memorandum and articles of a consolidated company under Section 159(3)(D)	£190
	<u>Continuation</u>	
11	On delivery of an application under Section 162 to be continued as a company under the Act	£360
12	On delivery of an application under section 167 to be continued in a country or territory outside the Isle of Man For each application where the Registrar is satisfied that: a) the applicant is a member of a group of companies; and b) another member of that group has made an application mentioned in entry 1 of this Part.	£2,800 £1,130
13	On delivery of a certified copy of the instrument of continuance under Section 169	£50
	<u>Restoration and Dissolution</u>	
14	On delivery of an application to restore a company under Section 187	£1,050
15	On delivery of a copy of a court order restoring a company under Section 188	£160
16	On delivery of an application for a declaration of dissolution under section 190	£54
17	On delivery of a copy of a court order restoring a company under Section 191	£160
18	On delivery of an application to restore a company under Section 192	£1,030
	<u>Other Fees</u>	
19	Each inspection of a company file or any document which the Registrar may be required to produce for inspection under the Act.	£2.50
20	Each issue of any duplicate certificate under the Act	£7.50
21	Photocopies, electrostatic photocopies or copies by any similar process (per page).	£0.24
22	Certification of a copy	£1.25
23	Extraction fee for the supply of information from a company file This item does not include the cost of copies which will be charged in accordance with item 25.	£33.00
24	On delivery of a request for a Certificate of Good Standing under Section 211	£40.00

<u>Viewing Documents On-Line</u>		
25	The following fees and duties shall be paid per document for viewing company documents online.	
	1. Offer Document	£5.50
	2. All other company documents	£1.10

Further information

Our staff will willingly answer general queries by telephone or e-mail but cannot give legal advice. If you require such advice you should consult an Advocate. The telephone number for the Companies Registry is: 01624 689389 and the e-mail address is: companies@fsc.gov.im

Statutory forms and practice notes are available free of charge from our website: [www.fsc.gov.im/Companies Registry/Companies Act 2006](http://www.fsc.gov.im/Companies%20Registry/Companies%20Act%202006).

Forms can also be obtained from legal stationers, accountants, advocates and Corporate Service Providers whose addresses can be found in the business section of the telephone book or at: www.manx-ads.com

A list of Licenceholders is available on our website at www.fsc.gov.im/Licenceholders.

Details of Isle of Man Advocates are available from the Isle of Man Law Society at:

Isle of Man Law Society
27 Hope Street
Douglas
Isle of Man
IMI IAR

Tel: (01624) 662910

E-mail: iomlawsoc@advsys.co.uk

Fax: (01624) 679232

<http://www.iomlawsociety.co.im/index.htm>

Company documents may be submitted to the Financial Supervision Commission at any time. During office hours (9.00am to 4.30pm), submission may be effected 'over the counter' in the Companies Registry or at the Commission's main reception desk on the first floor.

Submission may also be effected by post or after office hours by way of the letterbox situated by the main entrance. Presenters requiring acknowledgement of receipt of a document should provide a stamped self-addressed envelope.

The Companies Registry will remain closed on the first Wednesday of each month until 11.00 hrs for staff training. Documents can still be delivered to the first floor or left in the letterbox.

For the purpose of determining the date of submission of a document, documents submitted after 4.30 p.m. on any working day (Day 1) but before 9.00 a.m. on the following working day (Day 2), will be treated as having been submitted on Day 1. For the avoidance of doubt, documents submitted before 9.00 a.m. on the day immediately following a weekend or Bank Holiday will be treated as having been submitted on the last working day prior to the weekend or Bank Holiday.

However, section 208(3) of the Companies Act 2006 states that a document which is not accepted for registration and has been rejected under the provisions of section 208(1), will not be considered to have been submitted at all.

It is the responsibility of presenters to ensure that documents arrive in the Companies Registry within the filing periods prescribed.

We are aware that post can on occasion be delayed. However presenters should be aware of that and post documents in plenty of time. The Companies Registry cannot operate a system which allows for such delays as to do so would simply amount to an extension to the filing periods set down by law.

Please note: The Financial Supervision Commission does not currently accept statutory documents by fax or E-Mail.