
 LE CENTRE REGIONAL D'INVESTISSEMENT- REGION FES MEKNES	<i>Fiche</i>	Code	PS-3-PR-01-F4
		Version	03
	list of the documents required	Date	03/05/2016

- **PUBLICLY TRADED PARTNERSHIP (SCA)**

Documents required	What is it and how to get it	Cost	Number of copies	Remarks
Negative certificate	A negative certificate is a document attesting the availability of the requested trade name. To obtain from RCI	230dh	01 original copy + 03 copies	obligatory
Certificate of ownership, lease or certificate of residence from a legal entity	Registration in the stamp and registration service	Registration fees of the lease contract : 200dh	03 copies	The lease contract must elaborated in the name of the company registered with legalized signature. The domiciliation certificate is sealed and signed by the manager of the company domiciling(01 original copy + 02 simple copies)
Registered and signed Statutes with legalization of signatures of partners	To establish with professional (expert accountant, notary accountant...)	Registration of the statutes : A fixed fee of 1,000 DH if the capital does not exceed 500,000 DH and 1% of the capital if it exceeds this amount.	1 original copy + 4 copies	If the manager is not named in the articles, provid registred record of the ordinary general meeting that appoints the manager , members of the Supervisory Board and (s) the auditor following the same number of copies that statuts.s with legalized signatures following the same number of copies as the statutes.
Copy of identity document of managers and limited partners	**	**	Managers : 05 copies limited partners: 04 copies	**
matrimonial regime for limited partners	**	**	01 original copy + 03 copies	**
List of subscribers mentioning the number of shares subscribed and the amounts paid by each one of them	**	**	1 original copy + 3 copies	**
Statement of subscription and payment	**	**	1 original copy + 3 copies	**
Subscribers's Newsletter	**	**	1 original copy + 3 copies	**
Court fees	For registration in the register of commerce.	350dh	**	**
Single form	To obtain from RCI, complete carefully	Free	1 original copy + 5 copies	Signature to be legalized

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