

# Requirements to register a company in Kenya.

## Requirements for limited company registration in Kenya.

1. Proposed company names for search – 3 names in order of priority.
2. At least 1 director and share holder.
3. All local directors and shareholders must be registered on iTax and have a valid PIN
4. Attach a colored passport photo of each director / shareholder. \*
5. A private company is required to have a secretary only if it has a paid-up capital of KES 5,000,000 or more.
6. A company secretary is also required for foreign owned companies without a Kenyan director.
7. Details of the shareholders of the company
  - Names in full.
  - Number of Shares
  - Postal Address
  - Tel no.
  - email address
  - Nationality
8. Details of Residential address of Directors The residential address shall include. House Number or Plot Number, name of estate, location or village, Name of road, Town, County
9. where a company is a shareholder in the company, we shall require the following documents.
  - **If a Foreign company**
    - a Notarized copy of the certificate of incorporation from country of Origin.
    - The seal / stamp of the company shall be affixed on Form CR2.
    - Contact information of the foreign company including Email address, Telephone number, and Registered address.
  - **If a local company.**
    - A copy of the certificate of incorporation
    - the PIN of the company
    - Contact information of the foreign company including Email address, Telephone number, and Registered address.

10. Objectives of the company – Main objectives of the company.
11. Division of shares between the shareholders where there are more than 1 shareholders.

EG. For a company with a Nominal capital of Kes 100,000, Divided into 1000 shares valued at Kes 100 each.

12. Proposes physical address of the company (road, plot no. town.
13. Email address of the company. Different from emails of the officials.

Email us for more details and registration assistance at [info@bizbrokerskenya.com](mailto:info@bizbrokerskenya.com)

**Link.**

Company registration In Kenya. - [www.bizbrokerskenya.com/Incorporations.html](http://www.bizbrokerskenya.com/Incorporations.html)

Foreign Company Registration in Kenya. - [www.bizbrokerskenya.com/Foreign.html](http://www.bizbrokerskenya.com/Foreign.html)