

ORS FOR COMPANIES RELATED QUESTIONS

Since what date paper registration of company is not possible anymore?

BRELA stopped offering Paper Registration of Companies since 1st February, 2018

My company is registered and working for several years now. I do not find information of my company in ORS system. Why and what should I do about it?

- 1. Not all companies have been uploaded to ORS system**
- 2. You are required to update your company records to ORS system**

I am not very keen about use of internet. Can I continue filing paper amendments and returns despite ORS being launched?

You are required to file everything online and upload all the forms as attachment

My registered company filed annual returns in December 2017. Should I wait for the next December to register my company in online system?

You are required to update your records into ORS and you will select December as your filing date and indicate the same date which you have used to file returns of all the previous years. Note The date should not be changed

I find that my company information in ORS is updated by someone else with wrong information. What should I do?

No one can access or update the information into ORS if not chosen and approved by the company to enter and change any information in the system

I am a director of the company. A person who was updating information for the company made mistake intentionally or unintentionally posting wrong information. How to remove it?

You can change the chosen and approved person by the company who can enter and change any information in the system.

Incase the chosen one is the one and only one who can access the system then you are advised to come to our office and report the matter for further action.

I am director of the company and I want to revoke a right of the agent to update information about my company.

If you were among the person who can access your account, then you can revoke the right of the agent by deleting his name as one of the person who can access your account.

Incase you were not among the chosen one who can access the system then you are advised to come to our office and report the matter for further action.

I filled annual returns just few months ago. Why BRELA asks me to pay for updating information to ORS if I paid for Annual Returns filing?

Uploading of information into ORS is free

I registered a business name and I want to use the same name to Incorporate a Limited company .

You prepare the Memorandum and Articles of Association whereby your first objective will incorporate that you had a business name and now you are converting it to a limited liability company.