**CONVERSION OF PRIVATE COMPANY INTO PUBLIC COMPANY**

**Relevant provisions:** Section 45 of the Companies Ordinance, 1984

**Mode of documents submission**: Both online and offline

**STEP 1**

**Pass resolution in Board of Directors meeting for change of company status from private to public company**

**STEP 2**

* **Hold General meeting (AGM or EOGM) of shareholders.**
* **Pass special resolution for change of company status from private to public company and alteration in Articles of Association in General Meeting of shareholders.**

company.

**STEP 3**

**Increase number of shareholders and directors upto 3 (if number of directors and shareholders is less than three)**

**STEP 4**

**File following documents for conversion of company status from private to public with the Registrar concerned. The documents may be filed online through eservices, as well as, manually/offline.**

1. **Copy of special resolution on Form-26 within 15 days of passing special resolution in General Meeting**
2. **Amended copy of the Memorandum and Articles of Association.**
3. **Prospectus or Statement in Lieu of Prospectus within 14 days of passing of special resolution.**
4. **Form – 3 (allotment of shares to new members / directors in case, the new directors are not members of company).**
5. **Form – 27 i.e. list of persons consenting to act as directors.**
6. **Form – 28 Consent to act as directors.**
7. **Form - 29 (in case of increase of directors, if the company does not already have three directors required for a public company).**
8. **Paid ‘original’ challan of prescribed filing fee**

Please note detailed guide for company status conversion may be accessed at link: [**http://www.secp.gov.pk/media-center/guide-books/**](http://www.secp.gov.pk/media-center/guide-books/)

The detailed process for filing application for **Conversion of Status of Companies** online through eservices may be accessed at link: [**https://eservices.secp.gov.pk/eServices/**](https://eservices.secp.gov.pk/eServices/)

The schedule of fees may be accessed at link:

[**http://www.secp.gov.pk/company-formation/fee-calculator/schedule-of-feesixth-schedule/**](http://www.secp.gov.pk/company-formation/fee-calculator/schedule-of-feesixth-schedule/)

The prescribed Form-26 may be accessed at link**:**

<http://www.secp.gov.pk/company-formation/formsapplications-schedule-of-filling-of-returns/statutory-forms/>