



# LINCOLN LEGAL SERVICES (MYANMAR) LIMITED

CONVENIENCE TRANSLATION - ACCURACY NOT GUARANTEED

## Notice to companies

1. To avoid any disputes when submitting share changes and director changes, established and registered companies are notified to also submit the following documents to mycodica2.core@gmail.com or mycodica3.core@gmail.com when submitting to the Myco system:
  - (a) When submitting the share transfer form C-3, the following documents prepared according to section 83 Myanmar Companies Law:
    - (1) Resolution of the company's board of directors approving the share transfer submission;
    - (2) copy of the agreement that was signed by the transferor and the transferee and contains evidence of payment of the stamp duty due.
  - (b) When submitting the change of directors form D-1, the following *[documents]* prepared according to section 189 Myanmar Companies Law must be submitted together with a copy of the ID or passport that has to be submitted together with the form:
    - (1) resolution of the meeting of shareholders held by the company;
    - (2) evidence signed by the appointee himself that he agrees to the appointment as director, or if a director resigns, evidence of the resignation signed by the director himself.
2. Companies are furthermore notified to send to mycodica2.core@gmail.com or mycodica3.core@gmail.com the evidence that must be submitted within 2 months according to the notice that was issued on 1 April 2023 and states that only application forms submitted together with the evidence will be reviewed and approved.

(This notice will be effective from 8 January 2025.)

**Directorate of Investment and Company Administration**

Published on [DICA's website](#) on 7 January 2025.



## LINCOLN LEGAL SERVICES (MYANMAR) LIMITED

### About Lincoln Legal Services (Myanmar) Limited

Lincoln Legal Services (Myanmar) Limited provides the full range of legal and tax advisory and compliance work required by investors. We pride ourselves in offering result-oriented work, high dependability and a fast response time at very competitive prices. Please do not hesitate to contact us:

Sebastian Pawlita, Managing Director  
E-Mail: [sebastian@lincolnmyanmar.com](mailto:sebastian@lincolnmyanmar.com)

Phone: +95-9-262546284 (English) or +95-9-428372669 (Myanmar)

Office address: No. 35 (D), Inya Myaing Road, Golden Valley, Bahan Township, Yangon Region

Web: [www.lincolnmyanmar.com](http://www.lincolnmyanmar.com)