



Calle 73 con Av. 10 y 11, Piso 1, Maracaibo, Venezuela 

[info@mabogados.com.ve](mailto:info@mabogados.com.ve) 

[www.mabogados.com.ve](http://www.mabogados.com.ve) 

**SUBJECT:**

**Requirements to register capital increase.**

- 1.- Define assembly date (date of the increase);
- 2.- Define the amount of the increase, considering whether the increase will be made by issuing new shares, with the same value as currently existing shares, or by maintaining the number of existing shares and increasing the value of each one of these (we recommend the second option);
- 3.- The balance sheets of the fiscal years prior to the year in which the increase is to be made duly approved. In the event of requiring the approval of the balance sheet of previous years, must submit the balance sheet to be approved duly endorsed, signed by a board member, prepared at least 15 days prior to the assembly date and along with the respective commissary's report.
- 4.- Submit an interim financial statement, reflecting the company's financial situation before and after increase. This balance sheet must be endorsed and signed by the shareholders contributing to the increase, and must be prepared as of the assembly date;
- 5.- Report of the company's commissioner on the increase;
- 6.- Document accrediting the capital contribution (bank deposit with its corresponding bank certification and/or increase balance sheet where it is specified which assets support it, with the respective inventory if applicable. If an appraisal is made for increase purposes, such appraisal must be filed in original at the registry);
- 7.- Payment of Treasury Taxes (Forms of proceedings at the Registry);