



**NOTIFICATION OF REGISTERED OFFICE OR CONTACT  
ADDRESS OF AN ORGANISATION**

**To the Executive Director  
NGOs Co-ordination Board,  
P.O. Box 44617-00100  
NAIROBI**

**Notice is hereby given that .....**  
*(Name of Organisation)*

.....

1. **\*Will have its registered office at .....**

.....

2. **Has changed its registered office from .....**

.....

3. **\*Will have its postal address at .....**

.....

4. **Has changed its postal address from .....**

.....

**to.....**

**Dated the ....., 20 .....**

**(Signed) .....**  
**Chief Officer**

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**\*Delete whichever not applicable**