

Company Incorporation Form

A. Contact Person Details

Name of Contact Person:	E-mail address:	Tel No/HP No:	Fax No:
Registered Address:			
<i>(Please note that Registered address must be within the country of incorporation. We are able to provide Registered Address Service if required with a service fees of S\$200.00 per annum)</i>			
Correspondence Address (if different from Registered Address):			

B. New Company Information

Proposed Name(s) of Company: 1.
Second Choice: 2.
Third Choice: 3.
Principal Activities of Company (Please give as full a description as possible)
Secondary Activities of Company:

C. Share Capital of the Company

Intended Paid-up Capital (minimum of S\$1.00 for each shareholder)
S\$ _____ divided into shares of S\$ _____ each

D. Initial Board of Directors – (Must be an individual and minimum of one)

Note:	
a. At least one local resident director is required. (Either Singapore citizen, Singapore P.R., foreigner holding valid Employment Pass) b. Nominee director may be used to facilitate incorporation. Please enquire on our nominee services.	
1. Full Name (as in the NRIC/Passport):	NRIC/Passport/FIN No:
Residential Address:	City/Country:
Nationality/Date of Birth:	Occupation:
Contact No:	Email address:
2. Full Name (as in the NRIC/Passport):	NRIC/Passport/FIN No:
Residential Address:	City/Country:
Nationality/Date of Birth:	Occupation:
Contact No:	Email address:
3. Full Name (as in the NRIC/Passport):	NRIC/Passport/FIN No:
Residential Address:	City/Country:

Nationality/Date of Birth:	Occupation:
Contact No:	Email address:
4. Full Name (as in the NRIC/Passport):	NRIC/Passport/FIN No:
Residential Address:	City/Country:
Contact No:	Email address:

E. Chairman and Managing Director (OPTIONAL)

Chairman (Full Name as in NRIC/Passport):	Managing Director (Full Name as in NRIC/Passport):
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Note: Chairman and Managing Director must be from the initial Board of Directors.

F. Shareholder(s) – (Minimum one Individual or one Corporate)

Note:

- a. At time of incorporation, at least one subscriber (individual) OR at least one corporation is/are required.
 b. Nominee shareholder may be used to facilitate incorporation, please enquire on our nominee services

1. Full Name (as in the NRIC/Passport/Certificate of Incorporation):	Address:
NRIC/Passport/FIN/Registration No:	Nationality/Date of Birth:
No. of Shares to be held:	City/Country:
Contact No:	Email address:
2. Full Name (as in the NRIC/Passport/Certificate of Incorporation):	Address:
NRIC/Passport/FIN/Registration No:	Nationality/Date of Birth:
No. of Shares to be held:	City/Country:
Contact No:	Email address:
3. Full Name (as in the NRIC/Passport/Certificate of Incorporation):	Address:
NRIC/Passport/FIN/Registration No:	Nationality/Date of Birth:
No. of Shares to be held:	City/Country:
Contact No:	Email address:
4. Full Name (as in the NRIC/Passport/Certificate of Incorporation):	Address:
NRIC/Passport/FIN/Registration No:	Nationality/Date of Birth:
No. of Shares to be held:	City/Country:
Contact No:	Email address:

G. Financial Month End

Financial Month End (example 31 December):

H. Opening of Bank Account

Name of Bank:		
Name of Authorise Signatories/NRIC No:	Currency:	Signing Conditions:

I. Our Secretary Services Package

<input type="checkbox"/> THREE years Package – S\$630.00	<input type="checkbox"/> ONE year Package – S\$400.00
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J. Optional Services

<input type="checkbox"/> Office Registered Address	<input type="checkbox"/> Nominee Director
<input type="checkbox"/> Bookkeeping Services	<input type="checkbox"/> Company Income Tax Computation & Submission
<input type="checkbox"/> Directors' Report and Notes to Financial Statements	<input type="checkbox"/> Office Administration

K. Feedback / Special Notes / Instructions & Comments

How did you find out about us? (Fax, Brochure, Paper Advertisement, Internet, Friends or Others? Please state. Thank you.)

SPECIAL NOTES, INSTRUCTIONS, COMMENTS: