

## INCORPORATION OF A NEW COMPANY

Proposed Company Name	1. 2. 3.
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Primary Activity (SSIC Code)*	
Secondary Activity (SSIC Code)* (If applicable)	

\* Pls refer to Singapore Standard Industrial Classification by the Department of Statistics Singapore

In-principle approval obtained from other authorities?	Yes / No
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Company Type (Tick one)	<input type="checkbox"/> Exempt private company limited by shares <input type="checkbox"/> Private company limited by shares <input type="checkbox"/> Public company limited by guarantee <input type="checkbox"/> Public company limited by shares <input type="checkbox"/> Unlimited exempt private company <input type="checkbox"/> Unlimited private company <input type="checkbox"/> Unlimited public company
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Issue Share Capital (Amount in SGD)*	Number of Shares	Share Type

\* Number of Shares includes number of Treasury Shares

Paid-Up Capital (Amount in SGD)	Number of Shares	Share Type

Registered address	
Mail-forwarding address (if applicable)	

Financial Year End	
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<b>Officers/Authorised Representatives</b>			
Name		Contact Number	
Address			
ID		Nationality	
Position Held		Birthday	
Date of Appointment			

Name		Contact Number	
Address			
ID		Nationality	
Position Held		Birthday	
Date of Appointment			

Name		Contact Number	
Address			
ID		Nationality	
Position Held		Birthday	
Date of Appointment			

<b>Shareholder(s)</b>			
Name		Contact Number	
Address			
ID		Source of Address	
Nationality/Origin			
Ordinary (Number)		Currency	

Name of Company
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Corporate Shareholder			
Name			
Address			
Registration Number		Place of Incorporation	
Date of Incorporation			
Director Information (if indicate if there is a nominee director)	<p>Name: Address: ID: Nationality: Contact Number:</p> <p>Name: Address: ID: Nationality: Contact Number:</p>		
Shareholding Structure			
Name (s) of Director Signing on Incorporation Documents			

## INFORMATION FROM FIRST DIRECTORS / SHAREHOLDERS

Singapore Citizens	
Copy of Singapore IC (front and back)	Y / N
Singapore Permanent Residents	
Copy of Singapore IC (front and back)	Y / N
Copy of foreign passport (personal particulars page)	Y / N
Singapore Employment Pass Holders	
Copy of FIN (front and back)	Y / N
Copy of foreign passport (personal particulars page)	Y / N
Proof of residency (i.e., tenancy agreement, bill, bank statement)	Y / N
Non-residents	
Copy of passport (personal particulars page)	Y / N
Proof of residency (i.e., tenancy agreement, bill, bank statement)	Y / N

For Nominee Director Services with Singapore Secretary Services	
Bank reference letter	Y / N

## INFORMATION FROM CORPORATE SHAREHOLDERS

Corporate Members	
Certificate of Incorporation	Y / N
Constitution	Y / N
Business Profile	Y / N
Personal Particulars of all Directors (i.e. NRIC / Passport)	Y / N
NRIC / Passport Copy of all Beneficial Owners (more than 25% interest in company)	Y / N

(All translated versions must be provided for any non-English documents.)