

Company Details	
a. Intended Company Name	:
b. Alternative Company Name 1 (Optional) ¹	:
c. Alternative Company Name 2 (Optional)	:
d. Company Activities ²	:
e. Intended Registered Address ³	:
f. Financial Year End	: [dd/mm/yy] ⁴
g. Constitution to be Adopted (if you are unsure, I would recommend option (i) as it is the most generic choice)	: (i) the model Constitution in the Companies Act in force from time to time (ii) the model Constitution in the Companies Act currently in force (iii) a custom Constitution

Please fill in **all** shareholders' and directors' information on the next page.

¹ In the event that we are unable to secure the intended Company name, we will attempt to incorporate the Company with the alternative Company names or await your further instructions.

² Please provide the relevant SSIC code(s) if possible. Otherwise, please describe the Company's intended business activities. You may search for SSIC codes [here](#).

³ If you are using our registered address service, please indicate 20A Tanjong Pagar Road, Singapore 088443.

⁴ We recommend closing the first financial year within 12 months of incorporation.

<u>Shareholders</u>								
Name	No. of Shares	Price per Share ⁵	ID No.	ID Type (Passport or NRIC)	Nationality	Registered Address (Corporations) / Residential Address (Individuals)	Tel. No.	Email Address

Documents required for each shareholder:

For individuals, we will require:

1. (If local) Scanned copy of NRIC
2. (If foreigner) Scanned copy of passport
3. (for both) Proof of address (e.g. utilities bill or telephone bill sent to the individual's residential address)
4. (for both) Email address

⁵ Price per share refers to the price paid to the company for each share issued at incorporation. If you intend to open a bank account with a Singapore bank, we recommend having a total share capital (i.e. [No. of Shares] X [Price per Share]) of at least S\$1,500.00.

If the shareholder is a Singapore company, we will require the following documents:

1. Updated ACRA Bizfile profile
2. Email address and full name of signatory

If the shareholder is a foreign company, we will require the following documents:

3. The shareholder's certificate of incorporation/incumbency
4. The shareholder's register of directors
5. Proof of address (e.g. utilities bill or telephone bill sent to the company's registered address)
6. (If the shareholder owns 25% or more of the shares of the company) The shareholder's register of members
7. Email address and full name of signatory

If a corporate shareholder (local or foreign) has shareholders that own 25% or more of the beneficial interest in your company, we will require each of these shareholders to provide the above documents as well.

Illustration of beneficial ownership:

1. B Pte Ltd is the owner of 50% of the shares of A Pte Ltd.
2. Mr X is the owner of 50% of the shares of B Pte Ltd.
3. Mr X is the beneficial owner of 25% of A Pte Ltd. We will need to conduct KYC on Mr X.
4. Mr Y is the owner of 30% of the shares of B Pte Ltd.
5. Mr Y is the beneficial owner of 15% of A Pte Ltd. We will not need to conduct KYC on Mr Y.

<u>Directors</u>						
Name	ID No.	ID Type (Passport or NRIC)	Nationality	Residential Address	Tel. No.	Email Address

Documents required for each director:

1. Scanned copy of identification document (NRIC, FIN or passport)
2. Proof of residential address (e.g. phone bill, utilities bill, government-issued identification card with address stated)
3. Telephone number (for local directors, please provide a local (+65) number)
4. Email address

Other Matters

Please indicate yes or no next to each question.

1. Are any of the persons listed above a politically exposed person (e.g. a person who is or has been entrusted with any prominent public function in Singapore, a country, or territory outside Singapore, or by an international organisation) presently?
2. Are any of the persons listed above a politically exposed person (e.g. a person who has been entrusted with any prominent public function in Singapore, a country, or territory outside Singapore, or by an international organisation) who has stepped down from his prominent public function?
3. Are any of the persons listed above an immediate family member or a close associate of a politically exposed person or a politically exposed person who has stepped down?