How to write 1. The number of shares is the state. 2. The statement of transfer of shares and investment shares shall include the transfer and acquisition of shares (investment shares) transferred by shareholders in the Statement of Stock Changes. 3. In the business year column, write the date of commencement and the date of end. 4. In the columns from 1 to 3, write the corporate name, business registration number, and representative name of the corporation issuing shares and equity shares. 5. In the classification column of stocks and investment shares, the report corporation's stocks are marked only where they apply. ※ If stocks classified as 4, 5, 6, and 7 fall under 1.2.3, they are classified as 1.2.3 stocks. It is written. - Shares of a corporation that grants the right to use specific facilities to shareholders under Article 94 (1) 4 (b) of the Income Tax Act (Stock Classification 1) - Shares of corporations with 50% or more of real estate and 50% or more of the total assets under Article 158 (1) 1 of the Enforcement Decree of the Income Tax Act (Stock Classification 2) - Shares of corporations that manage, sell, and lease golf courses, ski resorts, recreational condominiums, and professional recreational facilities under Article 158 (1) 5 of the Enforcement Decree of the Income Tax Act, and whose real estate, etc., has more than 80% of their assets (stock classification 3) - Shares of stock-listed and KOSDAQ-listed corporations under Article 94 (1) 3 (a) or (b) of the Income Tax Act (share classification 4.5) - Stock of unlisted corporations pursuant to Article 94 (1) 3 (c) of the Income Tax Act (Stock Classification 6).7) ※ Small and medium enterprises refer to small and medium enterprises under the Framework Act on Small and Medium Enterprises as of the end of the business year immediately preceding the business year in which the transfer date of stocks (invested shares) belongs. 6. ④ Write down sequentially starting with number 1 in the serial number column. 7. In the ⑤ statement ⑥ resident registration number column, the name and resident registration number of the shareholder (investor) who transferred the stock (investor stake), and in the ⑤ statement ⑥ resident registration number column, the corporate name and business registration number of the shareholder (investor) who transferred the stock (investor stake) are written. <How to write down foreigners or foreign corporation shareholders (investors)> - ⑤ In the name column, the name is written in English for foreigners, but the entire English name written on the passport is written, and in the case of foreign corporations, the name such as the name is written in English, but all official names are written. In general, if you use an initial, write the full name in parentheses after the initial. - ⑥ In the resident registration number column, refer to the table below. Category Entry number (1) Principles Resident registration number or business registration number (2) (1)in the absence of a entry number [Individual] Write down the domestic residence report number (in case of overseas Koreans or foreign nationals) or alien registration number (in case of foreigners), and if there is no such number, the passport number (3) (1)If the entry number of 2.(2) is not assigned Write down the investment registration number on the investment registration card, and if there is no such number, the tax payment number of the relevant country of residence - ⑦ In the Resident Country Code column, write the country abbreviation and country code of the ISO code for each country as set by the International Organization for Standardization (ISO). However, if the shareholder's residence is Labuan, Malaysia, write down LM (if pre-approved for withholding special) or LN (if not pre-approved for withholding special). 8. In the ⑧ transfer date column, the transfer date of stocks (invested shares) is written, and in the ⑨ acquisition date column, the acquisition date of the relevant transfer stock is written. - It is prepared on the basis of the transfer date, but in the case of transferring stocks acquired several times in bulk, it is written separately by the acquisition date of the transferred stock (applying to the first-in-first-out method). - In the case of transferring shares acquired in a batch several times, they shall be classified by the date of transfer and entered respectively 9. ⑩ In the Number of Stocks (Residence), write the number of shares transferred (Residence).