

CITIZEN'S SECRETARIAL SERVICES LIMITED
Compliance & Consultation

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(Operated by T. K. Lo & Company CPAs)

Sent To : _____ Fax: _____

Our Contact: _____ Tel: _____ E-mail: _____

FORMATION OF OVERSEAS LIMITED COMPANY INSTRUCTION

Our service includes the assistance to open HK bank account. As it is subject to the approval of bankers according to their prevailing regulation and practice, we cannot guarantee the success of opening and continuous operation, especially for the cases involving foreign entity and finance.

1. Place of Incorporation & Applied Share Capital (within US\$50,000):

Place of Incorporation	Total Nominal Value	Number of Shares	Each Share Nominal Value

2. Proposed Company Name:

	English Name	Chinese Name
First Choice		
Second Choice		
Third Choice		

3. Correspondence Address:

4. Principal Activity & Fund Source:

5. Information for each Shareholder & Director is enclosed.

I confirm that the information submitted are true and correct and hereby appoint you to undertake the formation of a **new overseas company** at fee totally HK\$_____. Deposit HK\$_____ is payable now for the expenditure of application.

Instructed by: _____ Dated: _____

Tel: _____ Fax: _____ E-mail: _____

Information of Shareholders & Directors

Please provide readable copies of Identify Card or Passport together with Residential Address proof, eg recent utilities bills or bank statement. For the body corporate, please provide copy of certificate of incorporation and information of its ultimate individual beneficial owner.

Name	Shareholding %	Address
Occupation	Act as Director (Y/N)	
Name	Shareholding %	Address
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