

Pre-Incorporation Form

拟成立公司信息表

Thank you for providing us the opportunity to be your professional agent. In order to serve you better, conducting Customer Due Diligence (CDD) is important for us to know more about you. Kindly fill in the sections below. Please do not hesitate to approach us if you need more explanation.

Section A1-Information on the Customer/Client/Agent/Connected Party

Individual Information 个人信息	
Capacity in which the individual is acting 委托人个人信息	<ul style="list-style-type: none">- Customer/Client 客户 <input type="checkbox"/>- Agent 代理 <input type="checkbox"/>- Connected Party 关联方 <input type="checkbox"/>
Full Name 全名 (please indicate any aliases) (若有别名请提供)	
Residential Address 住址	
Unique Identification Number 身份证件号/护照号 (NRIC/FIN/Passport No)	
Expiry Date of Identification Document 身份证件有效期 (if applicable) (若适用)	
Date of Birth 出生日期	
Gender 性别	<ul style="list-style-type: none">- Male 男 <input type="checkbox"/>- Female 女 <input type="checkbox"/>
Nationality 国籍	
Contact No with country code 联系电话与国家区号	
Email Address(es) 电邮地址	
Type of service required 所需服务选择	<ul style="list-style-type: none">- Incorporation <input type="checkbox"/> 成立公司- Company Secretary <input type="checkbox"/> 公司秘书服务- Accounting & Taxation <input type="checkbox"/> 代账与税务

<p>Is the individual a PEP? (politically exposed person)? 是否为政治敏感人物? (if yes, please complete and attach appendix 1 for each identified PEP) (若是, 请完整填写附件 Appendix1) A PEP includes the following: (a) A person who is entrusted with any prominent public function in Singapore, a country or territory outside Singapore, or by an international organization at present; or (b) A person who has been entrusted with any prominent public function in Singapore, a country or territory outside Singapore, or by an international organization and who has stepped down from his prominent public function; or (c) A family member or close associate of a current PEP or PEP who has stepped down.</p>	<p>- Yes 是 <input type="checkbox"/> - No 否 <input type="checkbox"/></p>
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Section A2-Information on Business Entity

Entity's Information 公司信息	
<p>Proposed Entity Names 拟议公司名称: (please give at least 3 recommended names. If you have applied for the name, please provide ACRA transaction no.) (请至少提供 3 个建议的名称)</p>	<p>1. _____ 2. _____ 3. _____</p>
<p>Special UEN 特别公司注册号 (if any) (若有)</p>	
<p>Proposed Date of Registration 拟议登记日期</p>	
<p>Company Type 公司类型</p>	<p>- Exempt Private Company limited by shares <input type="checkbox"/> 豁免私人有限责任公司 - Private Company limited by shares <input type="checkbox"/> 私人有限责任公司</p>
<p>Registered Office Address 注册办公地址</p>	<p>- Virtual Office <input type="checkbox"/> 虚拟办公地址 - Others <input type="checkbox"/> _____ 其它</p>
<p>Proposed Principal Activities 拟议主营业务</p>	
<p>Proposed Financial Year End 拟议财务年度</p>	

Issued Share Capital 发行股本:	
Paid-up Capital 实收资本:	
Shareholder(s) 股东信息 (Name 姓名, NRIC/FIN/Passport, Nationality 国籍) *please provide organization chart for corporate member& relevant documents *若以企业形式股东, 请提供组织结构图与相关文件.	1. _____ 2. _____ 3. _____
Director(s) 董事信息 (Name 姓名 & NRIC/FIN/Passport & Nationality 国籍)	1. _____ 2. _____ 3. _____
Secretary 秘书 (Name 姓名 & NRIC/FIN/Passport & Nationality 国籍)	
Any Nominee Director appointed in the company? Y/N 请问公司有聘请名义董事吗? (if Yes, Please indicate Name 姓名 & NRIC/FIN/Passport & Nationality 国籍)	1. _____ 2. _____ 3. _____
Any Nominee Shareholder appointed in the company? Y/N 请问公司有聘请名义股东吗? (if Yes, Please indicate Name 姓名 & NRIC/FIN/Passport & Nationality 国籍)	1. _____ 2. _____ 3. _____
Constitution 章程	- Model Constitution <input type="checkbox"/> 典型章程 - Customized Constitution <input type="checkbox"/> 定制章程
Company Common Seal 公司钢印 (Optional since 31th March 2017) (自 2017 年 3 月 31 日起此项为非必选)	- Yes 是 <input type="checkbox"/> - No 否 <input type="checkbox"/>
Countries that business mostly is transacting with 业务频繁交易往来的国家	

Section B-Information on Customer's/Client's Ultimate beneficial Owner(s)

Beneficial Owner Details 受益人信息	
Full name of beneficial owner(s) 受益人全名	
Residential address 住址	
Nationality 国籍	
Unique Identification Number 身份证件号/护照号码 (NRIC/FIN/Passport No)	
Date of Birth 出生日期	
Contact No with country code 联系电话与国家区号	
Email Address(es) 电邮地址	
Provide information on the nature of beneficial ownership (eg. More than 25% of ownership) or person having executive authority 请提供实益所有权的自然人（比如大于 25%所有权）或者拥有执行权力的自然人	
<p>Is the beneficial owner a PEP? (politically exposed person)? 此人是否为政治敏感人物?</p> <p>(if yes, please complete and attach appendix 1 for each identified PEP) (若是, 请完整填写附件 Appendix1)</p> <p>A PEP includes the following:</p> <p>(d) A person who is entrusted with any prominent public function in Singapore, a country or territory outside Singapore, or by an international organization at present; or</p> <p>(e) A person who has been entrusted with any prominent public function in Singapore, a country or territory outside Singapore, or by an international organization and who has stepped down from his prominent public function; or</p> <p>A family member or close associate of a current PEP or PEP who has stepped down.</p>	<p>- Yes 是 <input type="checkbox"/></p> <p>- No 否 <input type="checkbox"/></p>

Section C—Enhanced CDD relating to source of wealth and funds

Additional Information	
Information on the person's source of wealth 个人财富来源（比如，薪水，投资收益等）	
Information on the person's source of funds in the establishment of the business relationship 成立公司的个人资金来源	
Business Model 业务模式 Please elaborate in details about your business model 请详细介绍贵公司的业务模式	
Top 3 Major Suppliers (3 大主要供应商) Please provide full entity name of suppliers & country of operation 请提供供应商的完整公司名称和业务所在国	1. 2. 3.
Top 3 Major Clients (3 大主要客户) Please provide full entity name of clients & country of operation 请提供客户的完整公司名称和业务所在国	1. 2. 3.
Any other information as necessary 其它必要信息	

Section D-Customer's/Client's/Agent's Declaration

I declare that the information provided in this form is true and correct.

我声明此表中提供的信息均为真实且正确的。

Name of Customer 客户姓名	
Unique Identification Number 身份证件号、护照号 (NRIC/Passport/Fin Number)	
Date 日期	
Signature 签名	

Appendix 1**Information on PEP 政治敏感人物信息**

Is the identified individual a 此人为: <input type="checkbox"/> Singapore PEP 新加坡政治敏感人物 <input type="checkbox"/> Foreign PEP 海外政治敏感人物 <input type="checkbox"/> International Organization PEP 国际组织政治敏感人物 <input type="checkbox"/> Family member of PEP 政治敏感人物的家族成员 (please describe the relationship 请注明关系) _____ <input type="checkbox"/> Close associate of PEP 政治敏感人物关系亲密的人 (please describe the relationship 请注明关系) _____	
Name of PEP 政治敏感人物全名	
Country/International organization which PEP holds prominent public function 政治敏感人物持有哪个国家/国际组织的重要公共职务	
Describe nature of prominent public function that the person is or has been entrusted with 请描述此人现任或曾被委任的重要公共职务内容	
Period of time in which the person is /was a PEP 此人为/曾为政治敏感人物的时间段	

***The English version shall always prevail in case of any discrepancy or inconsistency between English version and its Chinese translation.

***如果英文版本与其中文译本之间存在任何差异或不一致，则应始终以英文版本为准。