



Dear Prospective Client,

Thank you for your interest in our company formation services.

We are a leading company formation firm offering corporate services throughout the world. Whether you are interested in a local, foreign or offshore corporation, Corporation Centre can assist you.

Whether you are an Individual acting for your own account or for the account of any company, you should seek professional advice from a reputable lawyer or accountant specialized in International Tax Planning before forming or acquiring any foreign company.

Please find attached an application for the formation of an offshore company.

When you are ready to send in your Application, please ensure that you have enclosed the completed application along with all required documents.

We are looking forward to receiving your Application in due course together with the aforementioned documents.

With our best regards.

Yours sincerely,

Lionel J. Perez, Lawyer
Corporation Centre

OFFSHORE COMPANY FORMATION APPLICATION FORM

CONTACT INFORMATION

Name:

Address:

Contact:

Office:

Fax:

Mobile:

E-mail:

DESIRED NAMES - Please list in order of preference the desired name of the company to be formed.

1st option

2nd option

3rd option

DIRECTOR(S)

First

Name:

Nationality:

Passport / ID Card Number:

Date of Birth: (DD/MM/YYYY) ____/____/____ Country of Birth:

Residential Address:

Current Employer:

Educational Degrees:

Contact

Office:

Fax:

Mobile:

E-mail:

Second, if applicable

Name:

Nationality:

Passport / ID Card Number:

Date of Birth: (DD/MM/YYYY) ____/____/____ Country of Birth:

Residential Address:

Current Employer:

Educational Degrees:

Contact

Office:

Fax:

Mobile:

E-mail:

SHAREHOLDER(S)

First

Name:

Nationality:

Passport / ID Card Number:

Date of Birth: (DD/MM/YYYY) ____/____/____ Country of Birth:

Residential Address:

Current Employer:

Educational Degrees:

Contact

Office:

Fax:

Mobile:

E-mail:

Second, If applicable

Name:

Nationality:

Passport / ID Card Number:

Date of Birth: (DD/MM/YYYY) ____/____/____ Country of Birth:

Residential Address:

Current Employer:

Educational Degrees:

Contact

Office:

Fax:

Mobile:

E-mail:

If there is more than one shareholder, please indicate the percentage of shares to be issued for each shareholder

First shareholder: % of shares issued: _____

Second shareholder: % of shares issued: _____

SHARE CAPITAL

TOTAL AUTHORISED CAPITAL:

PAR VALUE OF EACH SHARE:

CURRENCY:

Please check if Standard will be adopted **COMPANY'S ACTIVITIES**

Please describe the type of activities of the company:

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CORPORATE SECRETARY

Do you require the services of a nominee secretary? Yes No

NOMINEE DIRECTOR

Do you require the services of a nominee director? Yes No

As the beneficial owner, you will be provided with a General Power of Attorney empowering you to run the business, manage the company's activities and open and operate the company's bank accounts. We will also include pre-signed, undated letters of resignation from the nominee director. Nominee director will NOT be a signatory to the company bank account nor will run the company bank account on behalf of the company. Nominee director will only sign company accounts and annual returns prepared by the accountants of the company. Beneficial owner will be fully responsible (legal, financial and others) for the running of the company. Proof of address (phone bill) will be provided only for the individual nominee director.

BANK ACCOUNT

Do you require us to open a bank account for the newly formed corporation? Yes No

TERMS AND CONDITIONS

The undersigned request the services of CorporationCentre.ca for the incorporation of an offshore based company. The information contained herein shall be used to complete said company.

I understand that the offshore company shall be ruled by the laws and regulations in force in its jurisdiction.

I (we) the undersigned declare and confirm that the above information is true and correct and the company above captioned of which I (we) are the beneficial owner(s) will not be used for the purposes of money laundering, to receive the proceeds of drug trafficking, terrorist activities, trading in arms and weapons or any illegal activity under the laws of the jurisdiction in which incorporated. I (we) hereby indemnify CorporationCentre.ca, its staff and associates from all actions, suits, proceedings, claims, demands and costs which may arise out of or be incurred as a result of providing services to the above captioned company and/or its principals.

I (we), the undersigned hereby authorize CorporationCentre.ca and or its agent to request any and all reports pertaining to the above-mentioned company and /or individual(s) from any source that we in our sole discretion deems necessary or advisable and hereby consent to the transfer of such information or reports to CorporationCentre.ca and or its agent for due diligence purposes in incorporating and managing the company to be formed.

In witness whereof, I (we) have affixed my signature on the day and year hereinafter ascribed.

Date:

Date:

Print Name:

Print Name:

DOCUMENTS TO BE PROVIDED WITH APPLICATION:

- ❖ **Certified/Notarized copy of a valid passport for each of the applicant (s);**
The passport copy must be certified by a Notary Public or Commissioner of Oaths. The full name, date of birth, picture, and signature of the Individual named in that document must be visible as well as the date on which the document expires.
- ❖ **A Utility bill less than 3 months old** for each applicant with their residential address (electric, cable, local telephone or other).
- ❖ **A letter of reference from the applicant's bank for each individual**, on its letterhead, stating that the applicant (s) maintains a satisfactory personal account (and, if applicable business account). [See sample letter attached]
- ❖ **A letter of reference from the applicant (s) lawyer or accountant for each individual**, his/its letterhead, stating how long the professional has known the applicant (s) and that the professional's dealing are conducted in a satisfactory manner. [see sample letter attached]

Letters of reference must not be dated older than six months from the application date. These letters must be dated, typed on the letterhead paper of the person who is giving the reference and be signed by that person. Letters of reference from financial institutions must indicate that the Individual named therein has satisfactorily maintained with them one or more personal accounts for the period mentioned in said letter of reference. Letters of reference from professionals must indicate that they have known the named Individual therein for a minimum period of two year.

- ❖ If one of the applicants is a corporation, we will need certified/notarize copies of:
 - Certificate of incorporation
 - Resolution appointing its representatives to sign on its behalf
 - Valid passport of authorized representative (if different than person listed above)

Fee Schedule – St-Kitts Company

Description

Cost

All fees in US Funds

Formation of a St-Kitts Company, including:

- ♦ **St-Kitts government fee for a Company Limited by Shares**
- ♦ **Preparation and filing of documents to form a Company Limited by Shares**
- ♦ **Registered office address in St-Kitts** Forwarding of government mail is included. For non-government mail see mail forwarding service below
- ♦ **Complete Corporate Documentation:**
 - ♦ **Laminated copy of the Certificate of Incorporation of your company**
 - ♦ **Hard copy of the Memorandum and Articles of Association**
 - ♦ **Hard copy of the Minutes of the First Meeting of Directors, share certificates, your company register**
 - ♦ **Corporate Minute Book**
 - ♦ **Corporate Seal (Embosser)**

\$2,000

Optional Services:

- ♦ **Mail Forwarding Service** - If you expect any general correspondence to arrive at the registered address of your company, or if you want to open a bank account using our address, then you must request a general mail forwarding service. This will ensure that all mail received to your company's registered address will be either forwarded to you, or held pending further instruction.

\$500 / year

Individual Director Nominee - The beneficial owner is provided with a General Power of Attorney empowering him to run the business, manage the company's activities and open and operate the company's bank accounts. We will also include pre-signed, undated letters of resignation from nominee director. Nominee director will NOT be a signatory to the company bank account nor will run the company bank account on behalf of the company. Nominee director will only sign company accounts and annual returns prepared by the accountants of the company. Beneficial owner will be fully responsible (legal, financial and others) for the running of the company. Proof of address (phone bill) will be provided.

\$1,000 / year

Opening of a Bank Account – We will prepare all relevant documents for and coordinate the opening a bank account under the formed company's name. The applicant's will need to physically go to a local branch to provide valid ID.

\$600

Apostilled Copies of Documents –

Contact us for costs

Fee Schedule – Belize

Description

Cost

All fees in US Funds

Formation of a Belize Company, including:

- ♦ **Belize government fee for a Company Limited by Shares**
- ♦ **Preparation and filing of documents to form a Company Limited by Shares**
- ♦ **Registered office address in Belize** Forwarding of government mail is included. For non-government mail see mail forwarding service below
- ♦ **Complete Corporate Documentation:**
 - ♦ **Laminated copy of the Certificate of Incorporation of your company**
 - ♦ **Hard copy of the Memorandum and Articles of Association**
 - ♦ **Hard copy of the Minutes of the First Meeting of Directors, share certificates, your company register**
 - ♦ **Corporate Minute Book**
 - ♦ **Corporate Seal (Embosser)**

\$2,000

Optional Services:

- ♦ **Mail Forwarding Service** - If you expect any general correspondence to arrive at the registered address of your company, or if you want to open a bank account using our address, then you must request a general mail forwarding service. This will ensure that all mail received to your company's registered address will be either forwarded to you, or held pending further instruction.

\$500 / year

Individual Director Nominee - The beneficial owner is provided with a General Power of Attorney empowering him to run the business, manage the company's activities and open and operate the company's bank accounts. We will also include pre-signed, undated letters of resignation from nominee director. Nominee director will NOT be a signatory to the company bank account nor will run the company bank account on behalf of the company. Nominee director will only sign company accounts and annual returns prepared by the accountants of the company. Beneficial owner will be fully responsible (legal, financial and others) for the running of the company. Proof of address (phone bill) will be provided.

\$1,000 / year

Opening of a Bank Account – We will prepare all relevant documents for and coordinate the opening a bank account under the formed company's name. The applicant's will need to physically go to a local branch to provide valid ID.

\$600

Apostilled Copies of Documents –

Contact us for costs

Fee Schedule – UK Company

<u>Description</u>	<u>Cost</u>
<u>Formation of a UK Company, including:</u>	
<ul style="list-style-type: none"> ♦ UK government fee for a Private UK Company Limited by Shares ♦ Preparation and filing of documents to form a Private UK Company Limited by Shares ♦ Registered office address in London, England (other cities available upon request). Forwarding of government mail is included. For non-government mail see mail forwarding service below) ♦ Nominee Secretary Service for 12 months (corporate entity - This service is designed to assist people keep companies fully compliant with the law. It does not perform any secretarial duties, and does not become involved with operations of the company in any way.) ♦ Complete Corporate Documentation: <ul style="list-style-type: none"> ♦ Laminated copy of the Certificate of Incorporation of your company ♦ Hard copy of the Memorandum and Articles of Association ♦ Hard copy of the Minutes of the First Meeting of Directors, share certificates, your company register ♦ Corporate Minute Book ♦ Corporate Seal (Embossed) 	\$2,000
<u>Optional Services:</u>	
<ul style="list-style-type: none"> ♦ Mail Forwarding Service - If you expect any general correspondence to arrive at the registered address of your company, or if you want to open a bank account using our address, then you must request a general mail forwarding service. This will ensure that all mail received to your company's registered address will be either forwarded to you, or held pending further instruction. 	\$500 / year
<p>Corporate Director Nominee – The beneficial owner will be provided with a power of attorney empowering him or her to run the business, manage the company's activities, and open and operate the company's bank accounts. The beneficial owner will take full legal and financial responsibility for the running of the company. We will also provide pre-signed, undated letters of resignation from the nominee director. The corporate director nominee will NOT be a signatory to the company's bank account, nor will it run the company's bank account on behalf of the company.</p>	\$500 / year
<p>Individual Director Nominee (person living in Cyprus) - The beneficial owner is provided with a General Power of Attorney empowering him to run the business, manage the company's activities and open and operate the company's bank accounts. We will also include pre-signed, undated letters of resignation from nominee director. Nominee director will NOT be a signatory to the company bank account nor will run the company bank account on behalf of the company. Nominee director will only sign company accounts and annual returns prepared by the accountants of the company. Beneficial owner will be fully responsible (legal, financial and others) for the running of the company. Proof of address (phone bill) will be provided.</p>	\$1,500 / year
<p>Opening of a Bank Account – We will prepare all relevant documents for and coordinate the opening a bank account under the formed company's name. The applicant's will need to physically go to a local branch to provide valid ID.</p>	\$500
Certified Copy of Good Standing of Company – 10 days	\$150
Certified Copy of Good Standing of Company – 3 days	\$350
Apostilled Copies of Documents –	Contact us for costs
<i>CorporationCentre.ca – Offshore Incorporation Application Form</i>	

PAYMENT OPTIONS**1. FOR WIRE TRANSFERS IN USD FUNDS:**

HSBC Bank USA, New York
Routing Number: 021001088
swift: MRMDUS33
credit to: HSBC Bank Canada, Toronto
swift: HKBCCATT
Further credit to: HSBC Bank Canada, Montreal
Transit number 10001
To Final Credit: CENTRECORPORATIF.COM INC. / CORPORATIONCENTRE.COM INC.
Account Number: 043145-001

2. FOR WIRE TRANSFERS IN CAD FUNDS:

HSBC Bank Canada, Toronto
swift: HKBCCATT
credit to: HSBC Bank Canada, Montreal
Transit number 10001
Further Credit: CENTRECORPORATIF.COM INC. / CORPORATIONCENTRE.COM INC.
Account Number: 043145-001

3. FOR CREDIT CARD PAYMENTS

Please observe the following instructions:

1. Provide your credit card information.
2. Fax the completed form to the following number: +1-514-673-0017

CREDIT CARD INFORMATION

Check Credit Card: VISA MasterCard American Express Discover

CREDIT CARD #: _____ SECURITY CODE _____

EXPIRATION DATE: _____ (MONTH) / _____ (YEAR)

CARDHOLDER NAME: _____

BILLING ADDRESS: _____

CITY: _____ PROVINCE/STATE: _____

COUNTRY: _____ DAY PHONE: _____

SIGNATURE: _____

[BANK LETTERHEAD]

PERSONAL & CONFIDENTIAL

[Date]

Re: [NAME OF CONCERNED PERSON]

To whom it may Concern:

We are pleased to confirm that Mr./Mrs. [Name Of Concerned Person] has been as client of our bank firm since XXX and that his dealings are done at our entire satisfaction.

For more information in this matter, please contact the undersigned.

Trusting that you will find everything to your satisfaction, we remain,

Yours truly,

NAME OF INSTITUTION

Per: _____
NAME

[LAW OR ACCOUNTING FIRM/LAWYER OR ACCOUNTANT LETTERHEAD]

PERSONAL & CONFIDENTIAL

[Date]

Re: [NAME OF CONCERNED PERSON]

To whom it may Concern:

We are pleased to confirm that Mr./Mrs. [Name Of Concerned Person] has been a client of ours [since
enter date] OR [for XXX years] and that all his/her dealings are done at our entire satisfaction.

Trusting that you will find everything to your satisfaction, we remain,

Yours truly,

NAME OF FIRM / PROFESSIONAL

Per: _____
NAME OF SIGNATORY