

# LAW & COMMERCE TRUST LIMITED

Level 2, Lot 19, Lazenda Commercial Centre, Phase 3, 87007 F.T. Labuan, Malaysia Tel: 087 421644 Fax: 087 421646 E-mail: lctrust@tm.net.my Website: www.simplyoffshore.com

# **COMPANY FORMATION QUESTIONNAIRE**

- 1) This questionnaire is a very important preliminary document. Whilst it may appear long, it is in your best interest that it is completed. Completing it will enable us to understand your requirement and thus enable us to provide better service to you. Not only this questionnaire satisfies our basic due diligent requirement, it also prevents unauthorized disclosure of very important information about you and your business.

  PLEASE COMPLETE ALL SECTIONS.
- 2) WE ARE NOT ABLE TO PROCESS YOUR ORDER IF THIS QUESTIONNAIRE IS NOT COMPLETED.
- 3) Please fax to +60 87 421 646 or scan and e-mail to <a href="mailto:compliance@simplyoffshore.com">compliance@simplyoffshore.com</a>
- 4) If completing in hand writing please use **BLOCK CAPITAL**.

# **SECTION 1: SERVICES INFORMATION**

	Please marked with an X the services that you require:	
1	Formation of offshore company (the "Entity")	
2	Nominee director	
3	Nominee shareholder	
4	Bank account introduction	
5	Corporate debit card/ATM cards	
6	Work permit	
7	Website Design and Development	
8	Website hosting with unlimited email IDs	
9	Accounting service (Mandatory for company with employment pass, company with nominee director/shareholder & company with bank account)	
10	Audit service (Mandatory for all companies)	
11	Others <i>Please specify</i> .	

# **SECTION 2: COMPANY**

Proposed name: (in order of preference)	S.A	Corp.	Inc.	Ltd.	PL	С	A.G.	N.V.
1.								
2.								
3.								

Any of the names chosen must end with Corporation, Corp, Limited, Ltd., SA, AG, P.T., PLC, etc.

If abbreviated or i	include words	not in Englis	sh or Bahasa N	/lalaysia, please e	explain and	state the la	anguage	<b>}.</b>
Please provide more proper name of a						oposed nar	ne conta	ains a
Jurisdiction, e.g. Labuan	Labuan IBFC							
Maximum no. if sha issued:	ares to be	Standard be	ing 13,000 no p	ar value shares				
No. of initial shares issued:	s to be	Standard be	ing 100 no par	value shares				
In the case of Lab			d MUST be no	par value shares	i			
1 of other jurisuic	tions piease ii	ilquii e.						
SECTION 3: BENE	EFICIAL OWN	ERSHIP						
Please provide pro	of of identity	of each per	son named in	this section. In	the case of	of an indivi	idual his	s or he
passport copy and								
CERTIFICATION.								
Beneficial Owner	/ 1 (minimum d	of 1 is require	ed)					
Name:								
Date of Birth:								
Passport No. / Co.	No.							
Nationality / Place	of registration:							
Residential / Regis	tered address:							
Tel. No.		Fax N	0:		Email:			
% of ownership:			urrent					
			ofession:					
Do you require nor Owner?	ninee sharehol	der to hold sh	are/s on behalf	of this Beneficial	YES		NO	
Beneficial Owner	<sup>r</sup> 2, Please cor	nplete if requ	ıired.					
Name:								
Date of Birth:								
Passport No. / Co.	Passport No. / Co. No.							
Nationality / Place	of registration:							
Residential / Regis address:	tered							

		Fax No:		Email:		
% ownership:		Current professi	on:			
Do you require no Owner?	minee shareholde	r to hold share/s	on behalf of this Ber	neficial YES	NO	
SECTION 4: DIR	ECTOPSHIP					
SECTION 4. DIN	LOTOKSHIP					
					e of an individual his or h	
assport copy ar ERTIFICATION.	id in the case o	or a corporatio	n, its certificate o	i incorporation	. All ID documents requ	
Are you appointin	g your own directo	r¹? YES	NO			
	<u> </u>			5 Nomines dir	ector can only be provided	
					usiness, the objectives to be	
achieved and any	other relevant cir	cumstances, all	of which to be spec	ified in a Manag	gement Agreement. In some	
					ist be prepared and a copy of	
bank statement to	be kept with our o	iffice. A nominee	director deposit of a	it least US\$1000	.00 is required.	
If your answer is `	YES, minimum of o	ne director is red	quired. Please provid	le the following o	letails for each one.	
Director 1						
Name						
Date of Birth:						
Passport			Nationality			
Residential						
Residential address:						
address:		Fax No:		E-mail		
address:	n:	Fax No:		E-mail		
address: Tel. No.	n:	Fax No:		E-mail		
address: Tel. No. Current professio	n:	Fax No:		E-mail		
address: Tel. No. Current professio	n:	Fax No:		E-mail		
address: Tel. No. Current profession Director 2 (if required)	n:	Fax No:		E-mail		
address: Tel. No. Current professio  Director 2 (if required) Name	n:	Fax No:		E-mail		
address: Tel. No. Current professio Director 2 (if required) Name Date of Birth:	n:	Fax No:	Nationality	E-mail		
address: Tel. No. Current professio Director 2	n:	Fax No:	Nationality	E-mail		
address: Tel. No. Current profession Director 2 (if required) Name Date of Birth: Passport Residential	n:	Fax No:	Nationality	E-mail		

(Please provide on separate sheet if more directors are required.)

<sup>&</sup>lt;sup>1</sup> Nominee director can only be provided if indemnity will be obtained. More detailed explanation must be given on the nature of business, the objectives to be achieved and any other relevant circumstances. In some cases control of the bank account either alone or jointly is required. Company account must be prepared and a copy of bank statement to be kept with our office. A nominee director deposit of at least US\$1000.00 is required.

SECTION 5: BILL	NG, PAYMENT &						
	contact person and ocuments could be						
	contact person and here invoices, bills, e could be sent						
What is your norma	al payment method?						
SECTION 6: AUTH	ORISED PERSON/S &	INSTRUCTION	ON				
person to provide in person:	cholder(s), beneficial ov structions to Law & Co						
Name:							
Address:							
Nationality:							
Date of Birth:							
Passport No:				Place of issue:			
Tel. No.		Fax No:			Email		
Specimen Signature:				_			
Please provide cert	ified true copy of the	Passport of	the au	thorised person.			
SECTION 7: MAR	KETING INFORMATIO	)N					

If you are not already our existing client, we would be glad if you could let us know how you come to know of us or of our services?

# SECTION 8: CERTIFICATION REQUIREMENT & PROOF OF RESIDENTIAL ADDRESS

It is very important that we know the true identity of every person with whom we enter into a business relationship. We are not able to enter into any business relationship with you unless such identity is not established. True identity may be established by meeting you in person and citing of original proof of identity like passport or other identity documents. If meeting in person is not possible we require any proof of identity to be verified by a lawyer, accountant, banker, and notary public, commissioner for declaration, embassy officer or officer from a trust company or other reputable professional or financial firms. Person verifying the proof must put his name, designation, signature and address on the document.

Every director, shareholder and or beneficial owner MUST provide proof of residential address. This may be in the form of utility bills, credit card statement or bank statement. Postal box address or business centre address is not acceptable. We require ORIGINAL copy of the proof of certified copy.

#### **SECTION 9: DECLARATION**

I/We, the person(s) whose name(s) and signature(s) appear below ("Beneficial Owner(s)"), (if more than one individual referred to from now on individually and collectively in the singular) hereby declare and by my signature below confirm:

All definitions shall have the meanings ascribed to them in the Terms of Business of L&C (a copy of which is enclosed), unless otherwise defined in this Declaration.

- (i) I request that Law & Commerce Trust Limited ("L&C") provide the Entity and the Services as indicated in the Company Formation Questionnaire.
- (ii) L&C's Terms of Business have been provided to me, which I have read and understood and in consideration of L&C's providing me the Entity and Services requested; I agree to be bound by those conditions as if they were incorporated into and made a part of this Declaration.
- (iii) that I am and shall at all times be the beneficial owner of the Entity, that the personal details that I have provided in the Application are correct and acknowledge that I may not assign my interest in the Entity without the prior written consent of L&C and that any purported transfer without obtaining such prior consent shall be invalid and of no effect.
- (iv) that I am not a Prohibited Person (see clause 2.1 of the Terms of Business) and my assets are sufficient to meet the current or expected demands of my creditors as they fall due;
- (v) that the Entity will not be used for any Prohibited Activity (see clause 2.2 of the Terms of Business)
- (vi) that I have received legal and tax advice from my independent advisors with regard to my intended use of the Entity and that in requesting the provision of the Entity and the Services I am not relying on any legal or tax advice from L&C and I confirm that such advice has neither been offered nor received from L&C.
- (vii) that I will at all times irrevocably and unconditionally hold free and harmless, and shall indemnify and keep indemnified, L&C, its directors, officers, employees, affiliates, Appointees and agents against all proceedings, suits, damages, fines, expenses, penalties and liabilities (including reasonable attorney fees and expenses) arising or brought against any of them by reason of any breach of the above declarations or the provision of the Entity and any Services except for gross negligence or willful misconduct on the part of L&C.
- (viii) that any dispute arising out of this Declaration or out of the provision of the Entity or the Services pursuant to the Application shall be governed by the law of Malaysia and if brought by the Beneficial Owner(s) shall be subject to the exclusive jurisdiction of the courts of Malaysia and if brought by L&C to the Non-exclusive jurisdiction of the courts of Malaysia.

Name and Signature	Date					
Name and Signature	Date					

# **SECTION 10: PAYMENT DETAILS**

#### Payment method

Full payment must be received before any service can be delivered. Payment can be made by telegraphic transfer, cheque or cash.

Payment by cheque can be made to 'Law & Commerce Trust Limited.'

Payment by TT in US\$ or RM can be made to:

(i) A/c No: 715120-016564 [Foreign currency Account]

(ii) A/c No: 515120-613151 [MYR Account]

**Beneficiary**: Law & Commerce Trust Limited

**Beneficiary Bank**: Maybank, Lot E005, Ground Floor Podium Level,

Financial Park Labuan Complex,

Jalan Merdeka, 87000 Labuan FT, Malaysia

SWIFT Code : MBBEMYKL

Please read our Pricing Policy before making any payment.

# **Confidentiality policy**

All information or documents, as the case may be, given by the beneficial owners or his advisors will be treated on strictly confidential basis. This information will be used solely for the purpose of registering your company and for opening bank account/s, as the case may be. The information or documents given remain confidential even if the company is not registered or account not opened.

# **Licensing & Professional Indemnity**

Law & Commerce Trust Limited is a licensed trust company and regulated by the Labuan Offshore Financial Services Authorities.

Law & Commerce Trust Limited has at any time professional indemnity coverage of <u>not less than RM1,000,000.00</u> as required by the law.

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