



Raleigh Consultant Limited

速豐顧問有限公司

Office use only	
Cust. Code	AR

Tel: (852) 8208 0339 Fax: (852) 8208 0229 E-mail: admin@raleighhk.com

Application Form of BVI Company Registration

Name : _____ E-mail : _____
Tel : _____ Fax : _____

Company Name : (English) _____
Option 1: (Chinese) _____
Company Name : (English) _____
Option 2: (Chinese) _____
Company Name : (English) _____
Option 3: (Chinese) _____

Company's Correspondence Address: _____

1. Company's Director Shareholder Secretary

Name _____
H.K.I.D./Passport No. * _____
Address _____

Occupation _____
Share Holding _____

2. Company's Director Shareholder Secretary

Name _____
H.K.I.D./Passport No. * _____
Address _____

Occupation _____
Share Holding _____

3. Company's Director Shareholder Secretary

Name _____

H.K.I.D./Passport No. * _____

Address _____

Occupation _____

Share Holding _____

4. Company's Director Shareholder Secretary

Name _____

H.K.I.D./Passport No. * _____

Address _____

Occupation _____

Share Holding _____

* Please attach a copy of Identity Card or Passport of all shareholders, directors and secretary together with the application form of BVI Limited Company Registration

Remarks:

1. Once the forms have been signed and faxed to us, the order is confirmed. There would be no refund if client would like to cancel the order. After the details of application are confirmed as final, HK\$300 will be charged as handling fee for revised upon application data, i.e. name of company, shareholders/ directors' particulars etc.
2. I/We apply to the Raleigh Consultant Limited for BVI Limited Company Registration as indicated above to be registered by me/us and agree to undertake all the costs and fees incurred.

I hereby authorize Raleigh Consultant Limited to handle the

Incorporation of BVI Limited Company

Purchase of Ready Made BVI Limited Company

Confirmed and signed by:

Date: _____



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BVI Company Registration Agreement

Nominating Party: _____

Trustee: _____

Raleigh Consultant Limited

Because of the expansion, Raleigh Consultant Limited is being nominated by _____ in assisting for the formation of BVI Company. Both parties agree to observe and perform the terms and conditions as follows:

1. Nominating Party shall provide the Trustee with copies of identity cards or passport of any country of director(s), shareholder(s) and company secretary and the associated residential address of them;
2. Nominating Party shall fill in the application form of BVI Company Registration for providing the details of proposed company name, share capital, registered office address, director(s), shareholder(s), etc;
3. The information given by the Nominating Party must be correct and valid. The Nominating Party must guarantee this application is for commercial use legally ,and take all debts and legal responsibilities regarding to the company under this application;
4. The Nominating Party confirmed all information provided is from shareholders of this application. Failure to provide the valid information may result in the Trustee being unable to process the instructions;
5. Details of Services provided by the Trustee:
 - a) We will contact the client in order to confirm whether all required information has been provided in the application form and check if the proposed company name can be used;
 - b) Then, we will submit the required documents and appropriate fees to BVI Government Departments for application;
 - c) BVI Government will issue the Certificate of Incorporation within 8-10 working days;
 - d) We can arrange to deliver the incorporation documents to clients for signature in the case you shall not come to our offices. Moreover, clients shall also come to our offices to sign the incorporation documents. They must then be returned to us for filing;
 - e) After receiving the signed documents and the confirmation from the BVI Government, the whole incorporation process is completed. All the documents evidencing the legal existence of the Company is contained in the Company Kit. We can deliver the documents to you by courier.

6. Trustee only provides one time FREE courier service according to this application.
7. Payment:
 - a) Formation Fee: (HKD / Renminbi / USD) _____
 - b) (Inclusive of government charges & one complete company kit)
Pre-paid 100% Formation Fee: (HKD / Renminbi / USD) _____ with the application and agreement form of BVI Company Registration
8. Required Time: Within 18-20 working days after receiving all the required incorporation documents duly signed by the client.
9. Once the forms have been signed and faxed to us, the order is confirmed. There would be no refund if client would like to cancel the order. After the details of application are confirmed as final, HK\$300 will be charged as handling fee for revised upon application data, i.e. name of company, shareholders/ directors' particulars etc.
10. Money (exclusive of government charges) will be refunded to the Nominating Party if the Trustee is unable to proceed the applications without reasonable explanations.
11. The Nominating Party and the Raleigh Consultant Limited hereby declare that they fully understand the above provisions and further agree to sign to abide by such provisions. They shall each retain a copy of this contract for future reference.

Confirmed and signed by:

Nominating Party
Date: _____

Raleigh Consultant Limited
Date: _____