

Application for Establishment of Branch of Foreign-funded Enterprise

Shanghai Administration for Industry & Commerce:

In accordance with the relevant stipulations of <Company Law of the People's Republic of China>, <Regulations of the People's Republic of China on Company Registration>, we hereby apply for your approval to our application for business establishment registration. We also undertake that all the documents, certificates and related appendixes submitted by us are true, legal and valid, and that the copies are identical to the originals. We will bear all legal responsibilities for any consequence resulted from submitting false documents and certificates.

Name of Branch of Enterprise to be established _____

Name of Enterprise _____

Signature of legal representative _____

Seal

Date

Printed by Shanghai Administration for Industry & Commerce

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China Business Engine

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Website

China site: www.cbize.com

Globe site: www.cbize.net

Certificate of Appointed Representative or Authorizers

_____, the agency/official of the enterprise to be established is hereby authorized to handle all matters concerning the registration of the establishment of the branch.

The valid date of authorization: From year month day, to year month day

Authorizers:

Year month day

Note: the authorizers as mentioned here must be all investors.

(Signature and seal of appointed representative of investors, or signature of investor)

Information of Representative or Authorizer

Name		To stick the copy of IC card here
Unit		
Department		
Contact Tel.		

Information of liaison of branch to be established

Name		To stick the copy of IC card
Department		
Contact Tel.	Fixed:	
	Mobile	
Email		
Contact address		
Code		

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Documents and Certificates Required for the Registration of Establishment of branch of Foreign-funded Enterprise

No.	Required documents and Certificates	Remark
1	Application for establishment of branch of foreign funded enterprise	The original
2*	The approval Documents of examination & approval authority	The original
3	Articles of association	The original
4	Original Letter of Appointment of Directors, as well as the copies of their ID Cards.	The original
5*	Certificate for Operation Site	
6*	The copy of duplicate of business license	
7*	Earlier setup examination & approval documents or certificates	
8	Other related document and certificates	

Note:

1. The Application must be filled out in black or blue-black ink with neat writing.
2. All submitted documents required above must be original, unless it is expressly that only copy is required. Copy must be made a chop.
3. Such documents in foreign language should be translated into Chinese and make a chop.
4. In the Item 2, legal approvals are suitable for law and administration which are signed by authority.
5. In the Item 5, if the investor owns the site, the property ownership certificate and its copy must be submitted for assessment; if the site is rented, the investor must sign a rent contract with the valid period for one year or above, and submit the contract and the copy of the landlord's property ownership certificate; if the copy of the landlord's property ownership certificate cannot be submitted immediately, other relevant certificates with the effect of ownership identification must be submitted. If the renter engaged in hotel and restaurant, shall submit the copy of business license.
6. The Item 6, the copy of duplicate of business license must be made by chop.
7. The Item 7, earlier setup examination & approval documents or certificates are applicable to branch of foreign invest company, which should be approved within the regular date.

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Registration Form for the Application of Branch of Foreign-funded Enterprise

Name		Contact Tel		
Operation site		Post code		
Operation capital	Limited in finance enterprise engage in insurance, bank, security Currency: unit: 100 thousand			
Term of operation			Director	
Parent company	Name			
	Registration authority			
	Registration no.		Email	
Business scope				
Business Permit				

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Registration Form of Director


Name		Gender		Photo
Birth		Nationality		
IC card		IC card No.		
Contact Tel		Term of appointed		



To stick the copy of IC card

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Examination Opinions of Registration

<p>Accept Opinion</p>	<p>Signature of issuer _____ year month day</p>
<p>Examination opinion</p>	 <p>Signature of approver: _____ year month day</p>
<p>Remarks</p>	

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Business license collection form

Remarks: collector here should be director or authorizer

Registration No.		Date of Approval		Printer	
Business License No.	Original:		Duplicate 1:		Duplicate 2
Amount of Fees				Receipt No.	
Collector License	Signature				
	Date				
	ID Certificate				
	ID Certificate No.				
Issuer	Signature				
	Date				
Remarks					

Filling Information

Handed over by	
Taken over by	
Hand-over Date	
Remarks	

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