

Document for Exchange the Registration of Enterprise Type of Branch of Foreign-Funded Enterprises

No.	Documents and certificate	Remark
1	Application for change the registration of branch of foreign-funded enterprises	original
2	Approval by examination & approve authority	
3*	Certificate for change the parent company type	original
4*	The copy of parent company's business license	
5	Branch's business license and its IC card	original
6	Other relative documents	

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. There is signature or seal of applicant in the copy.
3. Such documents in foreign language should be translated into Chinese and make a chop.
4. Submit one of same materials for several changes.
5. The Item 3, the certificate is issued by registration authority of parent company.
6. If change of the branch type refers to change of others, as well as apply for change and submit relative materials as regulation.
7. The Item 4, copy of business license shall make a chop.

Original type of parent company	New type of parent company
Original type of branch	New type of branch

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