

Document for Change the Registration of Term of Operation of Branch of Foreign-funded Enterprise

No.	Documents and certificate	Remark
1	Application for change the registration of branch of foreign-funded enterprises	original
2*	The copy of parent company's business license	
3	Branch's business license and its IC card	original
4*	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 business scope of branch don't exceed that of parent company.
6. The Item 2, the copy of duplicate of business license must be made by chop.
7. The Item 4, the change of registration shall be approved by relevant authority, and submit the approval.

Original term of operation				New term of operation			
From	year	month	day	From	year	month	day
To	year	month	day	To	year	month	day

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