



Checklist - Company Formation - private limited company - Singapore

Schritt	Zuständigkeit	
<b>1. Records / Documents</b> <ul style="list-style-type: none"> <li>• 3 alternative company names</li> <li>• Nature of business</li> <li>• Bank reference or 3 month bank statement</li> <li>• Confirmation of residence or electricity, phone bill (not older than 3 months)</li> <li>• Passport copy (legible in color)</li> <li>• Signed offer (via fax, scan or mail)</li> <li>• Transfer cost confirmation (by fax or scan)</li> </ul>	Client	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>2. Preparation of foundation</b> <ul style="list-style-type: none"> <li>• Name Check</li> <li>• Corporate purpose - Check for authorization requirement</li> <li>• Preparation of the founding documents (application, statutes, etc.)</li> </ul>	Swiss Financial Yard	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>3. Incorporation</b> <ul style="list-style-type: none"> <li>• Signing of foundation documents</li> <li>• Dispatch to the commercial register in Ras al Khaimah</li> </ul>	Client Swiss Financial Yard	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>4. After the registration in the register</b> <ul style="list-style-type: none"> <li>• Dispatch of company documents to the respective bank (account opening) or to the desired address of the client.</li> </ul>	Swiss Financial Yard	<input type="checkbox"/>
<b>5. Bank account opening</b> <ul style="list-style-type: none"> <li>• Organisation</li> <li>• Meeting in the bank, identification</li> </ul>	Swiss Financial Yard Client / Bank	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>