

**BRITISH VIRGIN ISLANDS COMPANY**

***PERSONAL INFORMATION FORM***

<p><b>Proposed BVI Company Name:</b> _____</p> <p><b>Nature of Business:</b> _____</p> <p><b>Details Source of Funds:</b> _____</p>
<p><b>Beneficial Owner</b> <input type="checkbox"/>    <b>Director</b> <input type="checkbox"/>    <b>Shareholder</b> <input type="checkbox"/>    (<i>tick box, where applicable</i>)</p> <p>(a) Full Name: _____</p> <p>(b) Occupation Details: _____</p> <p>(c) Business Address: _____</p> <p>_____</p> <p>(d) Permanent Residential _____</p> <p>Address: _____</p> <p>(e) Telephone/Mobile No: _____</p> <p>(f) Fax No: _____</p> <p>(g) Email Address: _____</p> <p>(h) Nationality: _____</p> <p><b>Please attach a clear copy of the following:</b></p> <ol style="list-style-type: none"> <li>1) <b>Current Passport</b></li> <li>2) <b>National Identity Card (if applicable)</b></li> <li>3) <b>Proof of Residential Address (copy of latest utilities bill, bank statement or driving licence)</b></li> <li>4) <b>Detailed Curriculum Vitae (CV) (when required)</b></li> <li>5) <b>Reference Letter from Bank/Lawyer/CPA with at least 2 years of relationship (when required)</b></li> </ol>
<p><b>DECLARATION, CONFIRMATION AND AUTHORISATION</b></p> <p>I/We confirm that the above information is true and accurate, and you are authorised to supply any or all of such information for due diligence purposes to the Regulators concerned at your discretion. I/We further confirm that I/We have never been convicted in a court of Law for criminal offence or never been under investigation for professional negligence or fraud by any regulatory authority in any country. I/We also confirm that I/We are aware of the prevalent tax laws pertaining to our Nationality and/or place of domicile and that this Company has been established solely for legitimate business or asset protection purpose and will not be used for any tax evasion/money laundering/illegal/destructive activities. I/We shall be personally liable to meet any obligations as per the tax laws of our Citizenship and/or place of domicile. I/We confirm and agree to be bound by the standard terms of business of <b>PRIVETRUST PTE. LTD.</b>, and undertake to notify you immediately of any future changes to the above information.</p> <p>Client's Signature: _____</p> <p style="text-align: right;">Name: _____</p> <p style="text-align: right;">Date: _____</p> <p><i>The above information is required by PRIVETRUST PTE. LTD. to comply with Anti-Money Laundering and "Know Your Client" due diligence requirements. This information will be held by us in Singapore and with the offshore agent, and will only be divulged in the event of a formal request from the relevant Authorities.</i></p>

**BRITISH VIRGIN ISLANDS COMPANY  
CONFIRMATION OF ORDER & COMPANY DATA COLLECTION FORM**

1. CONTACT PERSON DETAILS <i>(for Incorporation purposes)</i>	
Name:	Mobile:
Company (optional):	Office / Home Tel:
Email Address:	Fax:

2. PROPOSED NAME OF BVI COMPANY <i>(Suffixes applicable for BVI companies include: LIMITED, LTD, INC.)</i>	
1) _____	<b>Please Note:</b> Company Name will be in Capital Letters. unless otherwise requested.
2) _____	
3) _____	

3. PRINCIPAL ACTIVITIES OF THE COMPANY <i>(Please provide specific details)</i>	
1) _____	
2) _____	

4. COMPANY'S CORRESPONDENCE ADDRESS <i>(For Mail Holding and Mail Forwarding purposes)</i> <i>(Please note that the registered address in BVI is for tax domicile purposes only and it is not a business/correspondence address)</i>	
_____	
_____	

5. REGISTERED SHARE CAPITAL – Registered Shares only*	
<i>Note: Optimum share capital is either 50,000 shares at US\$1.00 each = US\$50,000 capital or 50,000 shares of <u>No Par Value</u></i>	
<i>*Bearer shares are no longer issued under this jurisdiction</i>	
No. of Authorised Registered Shares <i>(please tick):</i> <input type="checkbox"/> 50,000 Shares <i>(standard)</i> <input type="checkbox"/> More than 50,000 Shares <i>(Additional US\$750/- Govt. Fee)</i>	Share Classification <i>(please tick):</i> <input type="checkbox"/> Par Value @ US\$1.00 per share <input type="checkbox"/> No Par Value

6. ISSUED SHARE CAPITAL – Total number of shares issued at incorporation/acquisition _____ <i>(Minimum of one shareholder is required, who can be an individual or a corporate shareholder)</i>				
Name of Shareholder	Passport No. / Company No.	Residential Address (individual) / Registered Office Address (corporate)	No. of Shares	% of Shares
<i>Note: Each individual shareholder must complete the attached <b>Personal Information Form (PIF)</b>. For corporate shareholders, a representative must complete the attached <b>Corporate Information Form (CIF)</b>.</i>				

7. DIRECTORS DETAILS <i>(Minimum of one director is required, who can be an individual or a corporate director)</i>		
Name of Director	Passport No. / Company No.	Residential Address (individual) / Registered Office Address (corporate)
<i>Note: Each individual director must complete the attached <b>Personal Information Form (PIF)</b>. For corporate directors, a representative must complete the attached <b>Corporate Information Form (CIF)</b>.</i>		

8. AUTHORISED REPRESENTATIVE (For Company Administration & Management Purposes)	
Person whom Privetrust Pte. Ltd. (or its associated/related companies and agents) will take on instructions from:	
Name:	Passport/ID No:
Correspondence Address:	
Tel No:	Mobile No:
Fax No:	Email:

9. BANK ACCOUNT DETAILS	
Name of Preferred Bank:	Country: <input type="checkbox"/> Singapore <input type="checkbox"/> Hong Kong
Authorised Signatories and Signing Arrangement:	
Currencies Required:	Special Instruction (if any):

10. SUMMARY OF SERVICES REQUIRED		
Type of Services	Cost (in US\$)	Please tick (✓)
Incorporation/Purchase of a BVI Company	1,650.00	
Certificate of Incumbency (inclusive of courier fee)	185.00	
Notarised & Apostilled Documents for International use (up to 7 documents, inclusive of BVI High Court Fees, Agent Notarisation Fees and Courier Fees of US\$100)	From 750.00	
Provision of Correspondence Address (including US\$60 postage deposit) for one year	\$480 (including US\$60 )	

**DECLARATION, CONFIRMATION AND AUTHORISATION**

I / We hereby solemnly declare and confirm the following:

- The information provided to **Privetrust Pte. Ltd.** is true and accurate in all material respects and does not exclude any information that might reasonably be considered relevant.
- I/We will not engage in any business activities contrary to the laws of any country and will not undertake any licensable activity anywhere without the appropriate authorisation in which the company I/we may operate.
- I/We undertake to promptly notify you of any future changes to the above information.
- In the event of any investigation by any government or Singapore authorities arising from an offence or criminal proceedings, you (**Privetrust Pte. Ltd.**, its officers, employees and related agents) are authorised to cooperate and provide all the requested information to the government regulators or authorities concerned, for which I/We will indemnify you against any liabilities, claims, demands, penalties, costs, charges and expenses whatsoever arising therefrom.
- I/We am/are aware that if the business of this offshore company is managed within the same jurisdiction I/we am/are domiciled, I/we may be liable for taxation in that territory.
- I/We have not received any advice from your firm to influence or affect my/our decision to incorporate the above BVI offshore company.
- I/We are aware that **Privetrust Pte. Ltd.** is neither a law firm nor a tax advisory/consulting firm and will not be liable or responsible for any legal or tax exposure or other consequences resulting from the services provided to me/us.
- I/We agree to be bound by the standard terms of business of **Privetrust Pte. Ltd.** and have read and accepted the terms and conditions provided on your website: [www.privetrust.com](http://www.privetrust.com)

I/We confirm that I/we wish to proceed with the order of the above named BVI offshore company and understand that I/we am/are committed to make full payment upon presentation of your official invoice.

Client's Signature \_\_\_\_\_ (NAME in print: \_\_\_\_\_) Date: \_\_\_\_\_