

**ONLINE CORPORATE SERVICES PTE. LTD.**

420 North Bridge Road  
#04-28, North Bridge Center  
Singapore 188727

[www.onlinecorpsect.com](http://www.onlinecorpsect.com) [info@onlinecorpsect.com](mailto:info@onlinecorpsect.com)



Questions? Scan QR  
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## COMPANY FORMATION

### 1. Company Name(s) in order of preference

i)	
ii)	
iii)	
iv)	
v)	

### 2. Nature of business

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### 3. Capital

- Note: i) The minimum paid-up capital for registration of a Singapore company is S\$1 or its equivalent in any currencies. The minimum issued capital is one share of par value.  
ii) The Share or paid-up capital can be increased any time after incorporation of the company.  
iii) The issued share capital of the company is the total number of shares existing in the company multiplied by the nominal value of each share.

a) Currency (S\$ if not specified otherwise)	
b) Number of Share(s) to be issued	
c) Amount to be paid up on each share (S\$1 if not specified otherwise)	

#### 4. Shareholder(s)

- Note: i) A minimum of at least one corporate or individual shareholder is required.  
ii) A director and shareholder can be the same or different person.  
iii) 100% local or foreign shareholding is allowed.  
iv) The Singapore Companies Act allows a minimum of one and a maximum of 50 shareholders for a Singapore Private Limited Company.  
v) Details of shareholders will appear on public records.

**If shareholder(s) is an individual:**

	1	2
Full Name		
NRIC/Passport No/ Fin No		
Business occupation		
Residential address		
Contact number		
Email address		

No. of shares to be held		
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**If shareholder(s) is a corporate entity:**

	1	2
Full Name		
UEN/Business No		
Business Industry/sector		
Registered address		
Contact number		
Email address		

No. of shares to be held		
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## 5. Director(s)

- Note: i) Singapore Private Limited Company must have at least one director who must be an “ordinarily” resident in Singapore, which means a Singapore citizen, a Singapore permanent resident or a person who holds an Employment Pass/Entrepass or a Dependents’ Pass with a residential address in Singapore.
- ii) There is no limit on the number of additional local or foreign directors a Singapore Private Limited Company can appoint.
- iii) The director must be at least 18 years of age, and must not be bankrupt or convicted for any criminal malpractice in the past. Information of the directors will appear on public records. Directors can also be shareholders or vice versa.
- iv) The following persons are disqualified from acting as company directors:
- o Undischarged bankrupts (unless they get permission from the High Court or the Official Assignee);
  - o Persons who are under disqualification orders made by the Court;
  - o Persons convicted of specified offences or offences involving fraud or dishonesty punishable with imprisonment for three months or more. (The disqualification is for five years from the date of conviction of the relevant offence, or, where the person has been sent to prison, from the date of release).
- v) A **nominee director** is someone who is obligated to act in accordance with the directions, instructions or wishes of another person. This obligation may arise from legal obligations (e.g. contract, trust) or informal arrangements.

Director (s)	1		2	
Full Name				
NRIC/Passport No/Fin No				
Nationality				
Business occupation				
Address				
Contact number				
Email address				
Are he/she a nominee director? Please tick accordingly.	Yes	No	Yes	No

## 6. Financial Year End (FYE)

Note: i) A company's financial year end (FYE) represents the final day of its accounting period. The accounting period is the recognised interval to complete an accounting cycle of the business.

ii) Records of transactions are kept over this period and reported in the form of financial statement.

iii) Accounting periods can be 12 months or over 52 weeks. If you decide on a 12-month accounting period starting 1 January 2020, your company's FYE will be 31 December 2020.

Please tick one of the following options:

☐ By default: 12 months after date of incorporation

(eg. 5 November 2022, your FYE will be 31 October every year)

☐ We would like to choose own FYE, please specify below (eg. 31 December):

## 7. Registered Office Address

Please tick one of the following options:

☐ To engage Online Corporate Services Pte Ltd's registered office address service

☐ Other, please provide address below:

8. Declaration

I hereby confirmed the above information is correct and authorised Online Corporate Services Pte Ltd to proceed for the new company registration with Accounting and Corporate Regulatory Authority (ACRA).

With respect to PDPA, I agreed to the collection, use and disclosure of my information by Online Corporate Services Pte Ltd and its affiliates/partners.

Signature	:	<hr/>
Name	:	<hr/>
Date	:	<hr/>