

Godo-Kaisha(GK)

Japanese Limited Liability Co(LLC) Registration Form and Documents

Company Name	<p>A Company name must be established in the articles of incorporation and registered. <u>Proposed name of the company.</u> Please note either in front or at the end of your company name Godo Kaisha (GK) will be added. Please advise us of your preference for registration. <u>Company name can be registered in the Roman character</u>, but GK's extension will be in Japanese Kanji character.</p> <p><input type="checkbox"/> GK in front <input type="checkbox"/> GK at the end</p>
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Company Objectives	<p>To start a Japanese company, it is required to <u>specify the business fields the company will be engaged in</u> (If you engage in an activity that is not covered in your company objective, you will have to add it later). <u>In Japan, "No general commercial objectives" can be registered that allows a company to do all kinds of business activities (covering A~Z activities), unlike in other countries.</u> Please specify the particular fields of business activities your company will be engaged in in Japan.</p>
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(If the space is insufficient, please attach a separate sheet)

Investment Equity amount	Total amount of investment / equity amount of the company shall be Yen _____
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Promoters/ Investors (Members)	1	Name		Date of Birth		
		Address				
		Equity amount	Japanese Yen			
	2	Name		Date of Birth		
		Address				
		Equity amount	Japanese Yen			

(If the space is insufficient, please attach a separate sheet)

[In case the Promoter/Investor is a foreign corporation, please mention the name of the company, address, date of establishment, name of Rep Director (CEO / MD), Address of CEO/MD, date of birth, and names, date of birth & address of all company directors]

Co Name / establishment	(Company name as per co-registration certificate and date of establishment)
Address	(Company address as per co-registration certificate)

(If the space is insufficient, please attach a separate sheet)

Please send along with the filled form the following soft copy documents (For Corporate Investment / Equity holding): **If it is not in English, please provide an English translation, duly notarized.**

- Copy of **Registration Certificate** of the company in the home country (parent co.);
- Copy of **Memorandum & Articles of Association** of the Company in the home country (parent co.);
- Copy of Proof of Share Capital of the Company in the home country (parent co.) (if any);
- Copy of **latest Balance Sheet & Profit & Loss Statement** of the Company in the home country (parent co.);
- **Directors and Shareholders: a soft copy of photo I.D. proof (passport & driving license);**
- **Promoters and Executives of GK in Japan: a soft copy of photo I.D. proof (passport & driving license);**
- Copy of The Minutes of Meeting of the Shareholders / Executives relating to during the time of incorporation (if any) and relating to establishing a subsidiary co in Japan (if any).

Please send along with the filled form the following soft copy documents (For Individual Investment / Equity holding):

- KYC information of the Promoters and Executive Manager of the GK in Japan including a copy of identification page of the passport, driving license;
- Resume / Bio-data of the Promoters of the GK in Japan, including present and past occupation, profession, etc.
- Summary: The purpose of the New-Co; the structure of the operation of the New-Co in Japan; business projection (if any);
- Source and Proof of Promoter's funds for "Equity." Incorporation; post-incorporation operational funds in Japan.

Registered Office	The company shall have its registered office at the following address in Japan. <i>(Physical address and not P.O. box address)</i>		
	Telephone		Fax/Email
Branch office in Japan (if any)			

Executive Managers [Gyōmu Shikkō Shain] <small>(By default, all "Members" are "Representatives" unless "Executive Managers" are appointed) <u>Executive Manager must be from Members.</u></small>	Resident in Japan [Optional] <small>(Japanese or foreigner, Resident of Japan)</small> Registered seal certificates two original	1	Name		Date of Birth	
		Address				
	Non-Resident in Japan Signature certificates two original (draft will be sent)	2	Name		Date of Birth	
		Address				
	3	Name		Date of Birth		
		Address				
Representative Executive Manager	Name			Date of Birth		

(If the space is insufficient, please attach a separate sheet)

Note:	Resident in Japan: In case of a foreigner, please advise his / her "Immigration Status of Residence" (Visa Status) and period of stayvalid until. (Please provide a clear soft-copy of both sides of the Resident card)
	Personal Seal (Hanko) of Resident in Japan: It is advisable to have the Japan Resident's Personal Seal registered with the local ward/city office. Without the Registered Seal, a Signature can be used, but it will require a Signature Certificate.
	## Corporate Investor: Please send soft copy documents by email as mentioned above.
	## Executive Manager: The Executive Manager (Gyōmu Shikkō Shain) can be either an Individual or a Corporation . However, in the case of the " Corporate Executive Manager ," it must appoint at least one Functional Manager [Individual] (Shokumu Shikkō Sha) to perform the actual management duties..

Fiscal Year	The financial year of the company shall commence on _____ and end on _____ each year. (For reference, please note financial year commonly used in Japan for a large corporation is Apr to Mar; however financial year as per your choice is allowed in Japan)
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P.S. Additional information, if required, will be requested later to provide us with incorporation-related issues.