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Shanghai Office

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Beijing Office

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Building, 30 Haidian South Road
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Singapore Office

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Singapore Registration Package #SGLLC04

Singapore Company Incorporation Package with Entrepass Application

Singapore Company Incorporation Package with Nominee Director for Foreign Entrepreneurs - who wish to stay and grow his own business in Singapore

Singapore Company Incorporation

1. Pre- & Post-Incorporation

- Name check and reservation
- Preparation of memorandum & articles of the company and other incorporation documents
- Preparation of registration forms
- Professional & Filing Fees
- E-Certificate of incorporation
- Preparation of compliance corporate kit, including corporate seal, share certificates, register and minutes book
- Minutes of first board meeting
- Resolution to open a bank account

2. Corporate Secretarial Service

Singapore Companies Act requires all Singapore Companies to appoint a Company Secretary to handle on-going statutory compliance matters. Kaizen can act as the named Company Secretary for your Company to comply with ACRA requirements.

- ACRA Compliance Alert & Reminders
- Named Company Secretary registered with ACRA for 12 months
- Maintaining the statutory books, preparation of all relevant minutes for Directors' and Shareholders' meetings.

3. Entrepass Application

Kaizen will assist in drafting the business plan, file the application and act as a local sponsor for the applicant.

Total Package Price 1 + 2 + 3 = USD3,240

If you also need a corporate account for your Singapore company, please consider our incorporation package #SGLLC03 which comes with bank account opening services.

Singapore Company Incorporation Procedure

Set-up procedure

- Fill up our order form providing information on the choice of company name, nature of business, and details of the shareholders / directors.
- Submit the form back to Kaizen for check of name availability and preparation of pre-incorporation documents for signing
- Upon payment, company is incorporated immediately.

Set-up Requirements for Formation of Private Limited Company

- Minimum 1 Shareholder + 1 Director + 1 Company Secretary
- Shareholders may be corporations or individuals
- At least one Director must be a resident of Singapore. i.e. Singapore Citizen/ Singapore Permanent Resident (PR)/ Singapore Employment Pass Holder (We can act as your company's local nominee Director, if required, for a fee)
- The Shareholder can also act as Director
- The Company Secretary has to be Singapore resident
- Sole shareholder and director cannot act as Company Secretary
- Minimum initial paid-up share capital is S\$ 1.00
- A Singapore Private Limited Company must have a Registered Address in Singapore

For further information or assistance, please call us:

Hong Kong Office: +852 2341 1444

Singapore Office: +65 6295 2884

Shenzhen Office: +86 755 8268 4480

Shanghai Office: +86 21 6439 4114

Beijing Office: +86 10 6874 8420

or send email to enquiries@bycpa.com.