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Singapore Company Incorporation Package #SGLLC02
Company Incorporation plus Company Secretary plus Registered Office plus
Nominee Director

Singapore Company Incorporation Package with Nominee Director for Foreign Entrepreneurs - who do not need to reside in Singapore.

1. Singapore Company Registration Package #SGLLC02 - Services and Fees

(1) Singapore Company Incorporation - Pre- & Post-Incorporation - USD750.00

- 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 - USD350.00 / Per Annum

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 Shareholder' meetings.

(3) Registered Office - USD200.00 / Per Annum

Provision of Singapore local address as registered office for your Singapore company for one year.

(4) Nominee Director - USD1,500.00 Per Annum

- A Private Limited Company requires a minimum of one individual Director who has to be ordinarily resident in Singapore. Kaizen can act as your nominee Director** to satisfy the Companies Act requirement.

Total Package Price (1) + (2) + (3) + (4) = USD2,800.00

Important Note: In addition to the fee for acting as Nominee Director as stated in (4) above, we will also collect a refundable security deposit of USD1,500.00. The deposit will be full refunded at the time when we cease to provide the nominee service. Your company also provides a suitable indemnity, to protect our nominee Director(s).

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

Price includes

- Incorporation on the Same Day (please allow 3 days for the ACRA to issue the Certificate of Incorporation and 3 days to make the Company Kit and delivery), upon Company name reservation approval from ACRA.
- All evaluation & follow-ups are performed by Senior Corporate Consultants
- All services are performed under one roof

The Package Fees cover the Pre- & Post-Incorporation process, Nominee Local Director including One Year Corporate Secretarial service to take care of on going statutory requirements.

2. 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. Our package fee already cover the provision of one local Nominee Director for one year
- The Shareholder can also act as Director
- The Company Secretary has to be Singapore resident. Our package fee already cover the provision of the Company Secretary for one year
- Sole shareholder and director cannot act as Company Secretary
- Minimum initial paid-up share capital is SGD1.00
- A Singapore Private Limited Company must have a Registered Address in Singapore. Our package fee already cover the provision of the Registered Office for one year

3. Time Frame for the Singapore Company Registration

The company registration in a typical case takes anywhere from 2 days to 2 weeks.

4. Payment Term and Methods

We require full payment in advance. As to payment method, [please click here to browse the payment methods currently available.](#)