



## HONG KONG PRIVATE LIMITED COMPANY

### DIRECTOR NOMINEE & SHAREHOLDER NOMINEE

For company incorporation in Hong Kong, you will need to register at least one individual Director and one Shareholder who can be the same individual entrepreneur. Identity of Director(s) and Shareholder(s) will be registered on Companies Registry Public Registers.

#### NON EXHAUSTIVE LIST OF ACTIVITIES WE DO NOT PROVIDE NOMINEE SERVICES

- Broker Dealers
- Mutual and Hedge Funds
- Trusts
- Security Exchanges
- Futures trading
- Financials services requiring license
- Gambling
- Arms Dealing
- Get-rich-quick programmes
- Insurance companies and brokers, Online casinos, ...
- Businesses Alternative payment systems (E-pay...)
- Adult content Websites, Pornography
- Selling fake diplomas
- Churches and charities
- BGs, SBLCs, MTNs, financial instruments
- Commodity trading (petroleum, diamonds, metals)
- Precious Metals
- Online Pharmaceuticals (drugs prescription)

#### NOMINEE DIRECTOR

Using an individual Nominee Director will keep your director's identity completely confidential, allowing you to not record your personal informations (name, address, passport number, etc.) on Public Registers. Using Nominee Director service strengthens your privacy and prevent disclosure of your personal informations within your structure.

Control of your business activities, bank accounts, and other managerial endeavours are still entitled to you and will not be hindered by Nominee whose role is restricted to protect your Identity disclosure.

#### POWER OF ATTORNEY

Rights to your company will be protected by a Nominee service agreement and a Power Of Attorney. This certifies your full management of the company while the Nominee Director only represents you. All actions made by the Nominee Director will be under this contract until it expires, upon which all rights revert solely back to you.

Beneficial Owner of POA will assume full and all responsibilities of company's management.

#### OPENING CORPORATE BANK ACCOUNT HONG KONG

**The Nominee Director can not open by himself or remotely for beneficial owner any corporate bank account in Hong Kong.**

Opening Corporate Bank Account in Hong Kong requires all Director(s), Shareholder(s) holding 10% or more shares and **Beneficial Owner(s)** to be present with Nominee (no signing rights on account) at corporate bank account appointment in Hong Kong.

PENA LIMITED provide five Nominee director services depending level of responsibilities involved (review & sign agreements, invoices, bank account opening forms, letters, board resolutions, extra ordinary board resolutions, annual general meeting resolutions, annual accounting & audit reports etc. on behalf of the company. Nominee Director is required to also act as bank account signatory.)

#### **A. INDIVIDUAL NOMINEE DIRECTOR SERVICES START-UP OFFER**

→ Individual Director Nominee Service to keep Identity privacy on Public Registers only

<b>INDIVIDUAL NOMINEE DIRECTOR SERVICES START-UP OFFER</b>	<b>US\$</b>	<b>HK\$</b>
Individual Nominee Director service (1 year)* + Power of Attorney	<b>3,960</b>	<b>30,492</b>

#### **B. INDIVIDUAL NOMINEE DIRECTOR SERVICES SILVER OFFER**

→ Individual Director Nominee Service to keep Identity privacy on Public Registers only

→ Review and Signature of Yearly accounting and Audit report if no issue(s)

<b>INDIVIDUAL NOMINEE DIRECTOR SERVICES SILVER OFFER</b>	<b>US\$</b>	<b>HK\$</b>
Individual Nominee Director service (1 year)* + Power of Attorney	<b>11,880</b>	<b>91,476</b>

#### **C. INDIVIDUAL NOMINEE DIRECTOR SERVICES GOLD OFFER**

→ Individual Director Nominee Service to keep Identity privacy on Public Registers

→ Review and Signature of Yearly accounting and Audit report if no issue(s)

→ Presence to any corporate bank account opening of your choice in Hong Kong

<b>INDIVIDUAL NOMINEE DIRECTOR SERVICES GOLD OFFER</b>	<b>US\$</b>	<b>HK\$</b>
Individual Nominee Director service (1 year)* + Power of Attorney	<b>19,800</b>	<b>152,460</b>
Nominee Service charging on job basis (Execution of any duty / hour)	<b>300</b>	<b>2,310</b>
Attendance of meeting out of our office in Hong Kong (4 hours)	<b>600</b>	<b>4,620</b>

\*Individual Nominee Director service is provided for registration purpose only and the charge does not include any administrative service fee for carrying out the duty of individual Nominee Director.

#### D. INDIVIDUAL NOMINEE DIRECTOR SERVICES PLATINUM OFFER

- Individual Director Nominee Service to keep Identity privacy on Public Registers
- Review and Signature of Yearly accounting and Audit report if no issue(s)
- **Profit Tax Return Review and Signature if no issue(s)**
- Filling and Signature of Employer's Return of Remuneration and pension if no issue(s)
- Presence to any corporate bank account opening of your choice in Hong Kong

INDIVIDUAL NOMINEE DIRECTOR SERVICES PLATINUM OFFER	US\$	HK\$
Individual Nominee Director service (1 year)* + Power of Attorney	<b>42,000</b>	<b>323,400*</b>
Nominee Service charging on job basis (Execution of any duty / hour)	<b>300</b>	<b>2,310</b>
Attendance of meeting out of our office in Hong Kong (4 hours)	<b>600</b>	<b>4,620</b>

\*Individual Nominee Director service is provided for registration purpose only and the charge does not include any administrative service fee for carrying out the duty of individual Nominee Director.

#### E. INDIVIDUAL NOMINEE DIRECTOR SERVICES DIAMOND OFFER (Nominee full service)

- Individual Director Nominee Service to keep Identity privacy on Public Registers
- Review and Signature of Yearly accounting and Audit report if no issue(s)
- **Profit Tax Return Review and Signature if no issue(s)**
- Filling and Signature of Employer's Return of Remuneration and pension if no issue(s)
- Corporate bank account opening assistance in Bank of your choice in Hong Kong
- **Commercial Contracts Review and Signature if no issue(s)**

INDIVIDUAL NOMINEE DIRECTOR FULL SERVICES DIAMOND OFFER	US\$	HK\$
Nominee Director full service (1 year)* + Power of Attorney	<b>From 90,000</b> + 0,2% on profits	<b>From 693,000</b> + 0,2% on profits

## NOMINEE SHAREHOLDER

A Nominee Shareholder would represent a Shareholder of the company and will be used for security reasons to protect the personal information of the actual Shareholder.

A contracted Nominee Shareholder will disclose the necessary information such as ID and passport numbers without you having to share what you don't want to.

## DECLARATION OF TRUST

Contracting a Nominee Shareholder requires you to protect your rights to your shares with Nominee Shareholder issuing a Declaration of Trust free of loopholes to you that certifies your full ownership of your shares while the nominee represents you.

INDIVIDUAL NOMINEE SHAREHOLDER SERVICES	US\$	HK\$
Individual Nominee Shareholder* Start-up offer service 1 year + Declaration of Trust + annual company general meeting	1,000	7,700
Individual Nominee Shareholder* Basic offer service 1 year + Declaration of Trust + annual company general meeting (maximum 2 shareholders)	2,000	15,400
Declaration of Trust	400	3,080
Preparation of minutes of general meeting of shareholders	100	750
Nominee Service charging on job basis (Execution of any duty / hour)	200	1,540
Attendance of meeting out of our office in Hong Kong (4 hours)	600	4,620

\*Nominee Shareholder service is provided for registration purpose only and the charge does not include any administrative service fee for carrying out the duty of Nominee Shareholder.

## NOMINEE SERVICES REQUIRED DOCUMENTS

1. Copy of passport (or Hong Kong Identity Card if any) and residential addresses proof of all shareholders. We only provide individual Nominee Shareholder services to individual.
2. Copy of passport (or HKID if any) and residential addresses proof of all directors.
3. Copy of Certificate of Incorporation (CI), Business Registration Certificate, (BRC), AA and NNC1.
4. Copy of last Annual Return (NAR1) and last audit report for existing company.
5. Transfer documents from actual service provider (if any).

## PAYMENT INFORMATION

<b>Infos Payment (You should pay all bank wire transfer fees)</b>
Account Name: <b>PENA LIMITED</b> Beneficiary Bank: <b>HSBC HONG KONG</b> Beneficiary Bank address: <b>1 QUEEN'S ROAD CENTRAL, HONG KONG</b> Beneficiary Bank Code: <b>004 (for local payment)</b> Account number: <b>809643281838 (809-643281-838).</b> Bank Identifier Code (SWIFT Code): <b>HSBCHKHHHKH.</b> Thanks to send a copy of payment receipt by e-mail at: <a href="mailto:office@pena.hk">office@pena.hk</a> .