

Documents Required & Registration Procedures of JV in China

Documents Required for Joint Venture Registration:

- Project Proposal and Application Form for Project-Establishment
- 2 copies of the IDs of the Chinese and foreign investors
- 2 copies of the investors' legal Certificates of Business (Business License)
- The Credit Certificate given by the bank where an investor has opened an account
- Contract and appendix
- Constitution of the company and the appendix
- Name list of the directors of the board
- List of equipments and accessories need to be imported
- Other documents are subject to the requirement of the government

Registration Procedures:

Foreign companies are not allowed to directly submit the application documents to the relevant authority. They must retain a PRC entity that is authorized or permitted by relevant authorities to act as an agent. The agent will submit all the documents to the examination and approval authority on behalf of the foreign enterprise. Procedures to set up the Joint Venture (JV) in Shanghai are as following:

- Company Name Registration (about 3 days)
- Apply for Approval Certificate (about 15 days)
- Apply for Business License (about 15 days)
- Apply for Enterprise Code Certificate (about 1 day)
- Apply for Statistic license (about 1 day)
- Register in Shanghai Tax Bureau (about 1 month)
- Open a RMB bank account (about 5 days)
- Register Foreign Currency Certificate (about 1 day)
- Check the registered capital (about 5 days)