

Foreign-invested corporation registration in China

Application requirements(conditions):

- The minimum registered capital: 30 million \$
- have practical registered address, the premise for business
- have good credit, have financial strength for setting up invested company; the last year the total amount of assets is no less than 400 million\$, and this investor has set up foreign-invested company. the actual payment of the registered capital amounts over 10 million US dollars. Have more than three proposals of projects have approved; or foreign investor have good reputation have financial strength for setting up invested company, this investor has set up more than ten foreign-invested companies engaged in production or infrastructure facilities construction, its actual payment of the registered capital amounts over 30 million US dollars.
- foreign investors who apply for the establishment of investment companies should a foreign companies, enterprises, economic organizations, or, if foreign investors are more than two, at least one foreign investors accounted for the largest shares should comply with the provisions of Article 3

Application procedure and documents:

1. pre-approval of name of WFOE

Examination and Approval Department:

Administration of Industry and Commerce

Time limit:

Within 2 working days

Required documents:

Pre-approval for names of enterprise
Appointment letter

2. Warrant for setting up WFOE

Examination and Approval Department:

Municipal bureau of commerce

Time limit:

No commitment time

Required documents:

Project Proposal
Application for setting up WFOE
Feasibility report
Article of association
Identification of foreign investor (the qualification certificate and identification shall be notarized by the national notary institution and authorized by the host country's embassy (consulate) Hong Kong, Macao investors should provide the local notary notarized document of identity and eligibility in accordance with the law (Hong Kong by the China Legal Service (HK) Limited stamping transmitting Seal transmitting, issued by the Mainland public security departments also can be used as MTPs Taiwan investors are natural and without proof of notarization); foreign investors and the host country China has yet to establish diplomatic relations or terminated diplomatic relations, their main qualification should prove identity or the host country after notarized by a notary public that have diplomatic relations with China the third country in the country that (recipients) Museum certification, the aforementioned notarization, and authentication documents should be notarized by Chinese embassy in the third country
Proof of legal representative
Approval certificate . business license of the having invested company and the Capital Verification Report issued by CPA
Guarantee letter
Other documents requested the Ministry of Commerce

3. To process proposed agency code Examination and Approval Department:

State Bureau of Technical Supervision (The Administration Center of Organization Code)

Time limit:

2 working days after acceptance

Required documents:

Approval of article of association
Application of proposed agency code

4. Industry and Commerce registration of WFOE Examination and Approval Department:

Administration of Industry and Commerce

Time limit:

7 working days

Required documents:

Application form of setting up WFOE

Article of association

Approval by the approving authority and the copy of《Approval letter of foreign-invested enterprise》

Identification of foreign investor (the qualification certificate and identification shall be notarized by the national notary institution and authorized by the host country's embassy (consulate) Hong Kong, Macao investors should provide the local notary notarized document of identity and eligibility in accordance with the law (Hong Kong by the China Legal Service (HK) Limited stamping transmitting Seal transmitting, issued by the Mainland public security departments also can be used as MTPs Taiwan investors are natural and without proof of notarization); foreign investors and the host country China has yet to establish diplomatic relations or terminated diplomatic relations, their main qualification should prove identity or the host country after notarized by a notary public that have diplomatic relations with China the third country in the country that (recipients) Museum certification, the aforementioned notarization, and authentication documents should be notarized by Chinese embassy in the third country

Credit certification of investor (issued by the bank)

Notice for pre-approval name of the enterprise, name list of the pre-approval investor

Letter of Authorization

Corporate secretary (contact) registration form

Letter of Authorization for legal documents service

Besides, the printed name list of the investor, member of the board of director, general manager and supervisor, one copies each.

5. To record in Public Security Bureau Examination and Approval Department:

Municipal Public Security Bureau(the administration center of embarkation and disembarkation)

Time limit:

6 working days

Required documents :

The registration application for record

The identification of legal representative

Business license, approval letter, photocopy of approval

6. To engrave of chop of enterprise Examination and Approval Department:

Engrave of chop organization proposed by police station

Time limit:

2 working days

Required document:

Application form of chop engrave

**7. Apply code of enterprise
Examination and Approval Department:**

State Bureau of Technical Supervision (The Administration Center of Organization Code)

Time limit:

3 working days after acceptance

Required materials:

Application form
Returning paper of proposed agency code
The identification of legal applicant
Business license, approval letter, photocopy of approval

**8. Tax registration
Examination and Approval Department:**

Municipal Local Taxation Bureau

Time limit:

5 working days

Required document:

Identification of legal representative
Business license, approval letter, photocopy of approval
Housing contract
Registration form of tax

**9. Registration of administration of foreign exchange
Examination and Approval Department:**

center of foreign exchange control

Time limit for handling:

20 working days after acceptance

Required materials:

Written application (stamped by chop)

Copy of business license provided by the legal representative, non-legal representative enterprise shall provide original and photocopy of business license

Approval documents for approving the setting up of enterprise issued by the Commerce Department, the original and photocopy of the certificate.

Effective contract of foreign-invested enterprise (except for wholly-owned foreign enterprise), original article of association and its photocopy.

Original and photocopy of code of enterprise

10. Opening bank account

Due to the different requirement of the bank, the required documents need to be confirmed.

**11. Financial registration
Examination and Approval Department:**

The financial bureau

Time limit for handling:

2 working days after acceptance

Required materials:

Business license, approval certificate, photocopy of approval
Financial registration form

**12. Statistic registration
Examination and Approval Department:**

The statistical bureau

Time limit for handling:

2 working days after acceptance

Required materials:

Copy of Business license, approval certificate, photocopy of approval
Statistic registration form

13. Customs procedure to register WFOE Examination and approval department:

Customs

Time limit:

Within 5 working day

Required documents:

Copy of Business license
Approval certificate, photocopy of approval
Photocopy of article of association photocopy.
Photocopy of tax registration
Photocopy of bank account certificate
Photocopy of certificate of proposed agency code
Moulage of chop of enterprise. juridical person and apply to customs
Registration form for apply customs
Registration form of management for apply customs