



# Aston International Limited

## APPLICATION FOR CORPORATE SERVICES

Please complete all relevant sections and tick “✓” to indicate the services you require. If you have any special requirements or you would like one of our consultants to assist you by discussing the options while you fill the form, please do not hesitate to contact us.

Company Name

### Company Administration and Management Services

1	New Company Incorporation, Company Structuring and Preparation of Standard Company Pack	
2	Transfer an Existing Company to Aston from another Corporate Service Provider and Restructure	
3	Provide Registered Office and Corporate Domicile	
4	Supply the Board of Directors and Company Bank Account Signatories	
5	Supply the Company Secretary	
6	Standard Authorised and Issued Share Capital	
7	Supply Nominee Shareholders	

### Bank Account to be opened for the Company

Bank Name	
Branch Address	

Please complete the remainder of this section if you would like Aston to assist in opening a company bank account

What type of account do you require?	Current Account		Savings Account	
Currency	Multi-Currency		GBP	
	USD		EUR	
	Other (please specify)			
Which additional services do you require? <i>(Note that not all banks offer all these services.)</i>	Business Credit Card (Security deposit will be required by the Bank)			
	On-line Banking (View only permitted)			
	Other (Please specify in special instructions)			

### Business Office Services

Office Location	Isle of Man		London	
	Other Location (please specify)			
Post Forwarding		Telephone Answering (Shared Line)		
Fax Forwarding		Telephone Answering (Exclusive Line)		
Board Room Hire and Secretarial Services		Other Services (please specify in special instructions)		

<b>Bookkeeping, Accounting and Tax Services</b>	
Bookkeeping Services	
Preparation of Management Accounts (Generally for companies in the Bahamas, Belize, BVI, Marshall Islands, Panama, Nevis, etc)	
Preparation of Statutory Accounts (Generally for companies in the Isle of Man, UK, Gibraltar, Jersey, Cyprus, Hong Kong, etc)	
VAT Registration and Quarterly VAT Returns	
Preparing and Filing Isle of Man Tax Return in compliance with Zero Rate Tax Regime	
Preparing, Negotiating and Filing UK Corporation Tax Returns	
Organising Audit of Accounts by Independent Accountancy Firm (If known, please name preferred auditor in special instructions)	
Registration on the UK Non-Resident Landlord Scheme and preparing UK Tax Returns	

<b>Special Preparation of Company Documents</b>			
Our standard Company Pack includes certified true copies of the company documents. Please only complete this section if you require additional documents with a notary stamp or notarised and legalised with an apostille stamp.			
Type of Document		Notary Stamp	Notary Stamp and Apostille
1	Certificate of Incorporation		
2	Memorandum & Articles of Association		
3	First Shareholders Minutes and Board Minutes		
4	Register of Directors, Secretaries and Shareholders		
5	Power of Attorney (Please provide details of specific powers required)		
6	Certificate of Good Standing produced by Companies Registry		
7	Certificate of Incumbency produced by Registered Agent		
Each document individually certified		Documents prepared as a bundle with one certification	
Please specify the country in which the documents will be used			
Please specify any special preparation required (e.g. Embassy authentication)			

<b>Delivery of Company Pack</b>			
How would you like to receive the Company Pack?	Keep at Aston		Collect from Isle of Man
	Registered Post		Collect from London
	Courier		

<b>Special Instructions</b> - Please specify any special instructions or services required.

<b>Signature(s)</b>	
<b>Print Name(s)</b>	
<b>Date</b>	