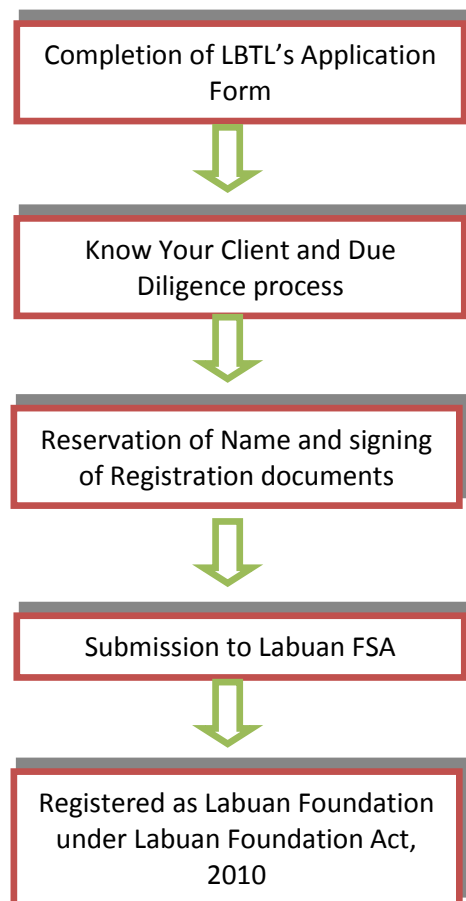


GUIDELINE FOR ESTABLISHMENT OF A LABUAN FOUNDATION



REQUIRED DOCUMENTS

- **Application Form for Registration of Labuan Foundation**
- **Due Diligence documents** (*Ultimate Beneficial Owner, Founder(s), Council Member(s), Officer(s), Protector and Beneficiary(ies), if other than the above.*)

For Individual

- ✓ Copy of passport (for Foreigner) / NRIC copy (for Malaysian client)
- ✓ Proof of address i.e. utility bill, bank statement etc. (not more than 3 months old)

- ✓ Professional Reference Letter / Banker Reference.
- ✓ Curriculum Vitae

For Corporate Entity

- ✓ Memorandum and Articles of Association
- ✓ Certificate of Incorporation
- ✓ Certificate of Change of Name (if any)
- ✓ Register of Member & Director
- ✓ Register of Registered Address
- ✓ Director Resolution re; Registration of Foundation (if any)

REGISTRATION PROCEDURES

- Appointment of Trust company – completion of our Application Form
- Conduct due diligence process
- Reserve the proposed name for the Labuan Foundation. The client may choose any name; however Labuan FSA has the discretion to reject the name.
- Registration of a Labuan Foundation - Application must be accompanied by Charter and Articles of proposed Labuan Foundation, a statutory declaration by an officer of the appointed Trust Company, and Registration Form, together with the relevant fees.
- Registration by the Registrar is generally completed within 2 - 5 working days.