

# Companies Office Investment Promotion Authority

## Form A-1 | Application for registration of a company

Section 13(1)(a), Companies Act 1997

### Note

If there is insufficient space on the form to supply the information required, attach a separate sheet containing the information set out in the prescribed format.

Place barcode here

The information on this form must be either typewritten or printed legibly  
In BLOCK letters.

**General instructions.** The Registrar shall not register a company unless the name has been reserved. If you have not reserved a name, you must first file an "Application for reservation of company name."

### 1. Name of proposed company number

### Name reservation

(Provide if available or attach a name reservation form)

### 2. Does the company have a constitution?

Yes

No

### 3. Upon incorporation the company will be a foreign enterprise.

Yes

No

A "foreign enterprise" means a company incorporated in Papua New Guinea in which an overseas corporation or other foreign person (or a combination of them) owns or controls, directly or indirectly, an ownership interest of more than 50 per cent. If this is the case, then the company must also register as a Foreign Enterprise.

### 4. Applicant

Full legal name:	Nationality:
Residential address:	Other Nationalities:
Postal address:	

\* In the case of a natural person, please give first name(s) followed by surname in BLOCK letters.

### Email address for applicant

This is the address to which communications from the Registrar will be sent. An email is required in order to use the on-line filings services.

Email address:

**5. Addresses**

Under the companies act all company addresses must be easily accessible during the business hours. Section and allotment numbers or portion number or name of the building and floor must be stated. A Postal, village and settlement addresses are not acceptable.

**Email address**

This is the address to which communications from the Registrar will be sent. An email is required in order to use the on-line filings services.

Email address:
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**Address of registered office**

Provide the suburb, street name and number, or allotment and section number. The district and province must be stated. If at the premises of a firm or in a building the particulars must be provided. A village address is insufficient. A PO box address is not allowed.

District and Province:

**Address for service**

This may be the same as the address of the registered office. Provide the suburb, street name and number, or allotment and section number. The district and province must be stated. If at the premises of a firm or in a building the particulars must be provided. A village address is insufficient. A PO box address is not allowed.

District and Province:

**Postal Address**

Postal address to which communications from the Registrar may be sent

Postal address:
District and Province:

**Principal Place of Business**

Provide the suburb, street name and number, or allotment and section number. The district and province must be stated. If at the premises of a firm or in a building the particulars must be provided. A village address is insufficient. A PO box address is not allowed.

District and Province:

**6. Directors**

The following persons are the directors of the proposed company. The Applicant attests that all of the following named directors have consented to act in that capacity.

**Note** | *If there are more than three directors please attach a separate sheet containing the information set out in the prescribed format. All names should be in BLOCK letter format.*

At least one director must provide an email address in order for the entity to use the on-line filings services.

Full legal name:	Nationality:
Residential address:	Gender:
Postal address:	Month and Year of Birth:
	Email address:

Full legal name:	Nationality:
Residential address:	Gender:
Postal address:	Month and Year of Birth:
	Email address

Full legal name:	Nationality:
Residential address:	Gender:
Postal address:	Month and Year of Birth:
	Email address

**7. Shareholders**

Total number of shares:

**8. Will there be extensive shareholding?**

Yes  No

If after this transaction there will be more than 100 shareholders tick Yes. If there is extensive shareholding please enter the major shareholders only and upload document listing all shareholders.

**9. Is there more than one class of shares for this company?**

Yes  No

If yes, attach a separate sheet that sets out the particulars of the different classes of shares

**Instructions for completing shareholder information**

1. If there are more than three shareholders please attach a separate sheet containing the information set out in the prescribed format. All names should be set out in BLOCK letter format.
2. If the shareholder is a natural person, provide their first name followed by their surname. If the shareholder is a registered entity (such as another company) provide the entity name and registration number.
3. If the shareholder is a natural person, provide their residential address. No address information is required if the shareholder is a registered entity.
4. If shares are jointly held, provide the particulars of each shareholder within a single box below.

Number of shares:  Name(s) of shareholder(s):  Registration number (if the shareholder is another registered entity):  Address(es)(f the shareholder is a natural person):	Date(s) of Birth:  Gender(s):  Nationality(ies) of shareholder:
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Number of shares:  Name(s) of shareholder(s):  Registration number (if the shareholder is another registered entity):  Address(es)(f the shareholder is a natural person):	Date(s) of Birth:  Gender(s):  Nationality(ies) of shareholder:
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Number of shares:  Name(s) of shareholder(s):  Registration number (if the shareholder is another registered entity):	Date(s) of Birth:  Gender(s):
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**10. Secretary**

If the company has a secretary, provide their name below. The Applicant attests that the person shown as secretary has consented to act in this capacity.

**Note** | If there is more than one secretary please attach a separate sheet containing the information set out in the prescribed format. All names should be in BLOCK letter format.

Full legal name:	Nationality:
Residential address:	Gender:
Postal address:	Month and Year of Birth:
	Email address

The following persons are the shareholders of the proposed company. The Applicant attests that the person(s) shown as shareholder(s) has consented to act in this capacity.

**11. Proposed Business Activity**

The following is the proposed principal activity of the proposed company.

- |  |  |
|--|--|
| <input type="checkbox"/> Agriculture, Hunting and Forestry   | <input type="checkbox"/> Fishing   |
| <input type="checkbox"/> Mining and Quarrying  | <input type="checkbox"/> Manufacturing   |
| <input type="checkbox"/> Electricity, Gas, Steam and Water Supply  | <input type="checkbox"/> Construction  |
| <input type="checkbox"/> Wholesale and Retail Trade, Sale and Repair of Motor Vehicles, Motor Cycles, Personal and Household Goods | <input type="checkbox"/> Hotels and Restaurants  |
| <input type="checkbox"/> Transport, Storage and Communication  | <input type="checkbox"/> Financial Intermediation                                      |
| <input type="checkbox"/> Real Estate, Renting and Business Services Activities   | <input type="checkbox"/> Public Administration and Defence, Compulsory Social Security |
| <input type="checkbox"/> Education   | <input type="checkbox"/> Health and Social Work  |
| <input type="checkbox"/> Other Community, Social and Personal Service Activities   | <input type="checkbox"/> Private Households with Employed Persons                      |
| <input type="checkbox"/> Extra-Territorial Organization and Bodies   |  |

**12. Lodged by**

Name:
Address:

**Other contact details:**

Telephone:
Email (optional):

**13. Checklist**

The following must accompany this form:

- A completed notice of name reservation or the registration number of a previously lodged name reservation must be included.
- A copy of the constitution of the company, if one has been adopted (a constitution is optional).
- If there are multiple classes of shares, attach a separate sheet that sets out the particulars of the different classes of shares
- The prescribed fee of - Please make cheques payable to 'Registrar of Companies'.