

# QUESTIONNAIRE OF CLIENT

(service: **LLC registration**)

date: \_\_\_\_/\_\_\_\_/2019

## NAME OPTIONS OF THE NEW COMPANY <sup>1</sup>:

\_\_\_\_\_

\_\_\_\_\_

Login: \_\_\_\_\_ Password: \_\_\_\_\_

## FOUNDERS/SHAREHOLDERS <sup>2</sup>:

1. \_\_\_\_\_ TIN (issued in Uzbekistan<sup>3</sup>): \_\_\_\_\_

e-mail: \_\_\_\_\_ phone: \_\_\_\_\_

2. \_\_\_\_\_ TIN (issued in Uzbekistan<sup>3</sup>): \_\_\_\_\_

e-mail: \_\_\_\_\_ phone: \_\_\_\_\_

3. \_\_\_\_\_ TIN (issued in Uzbekistan<sup>3</sup>): \_\_\_\_\_

e-mail: \_\_\_\_\_ phone: \_\_\_\_\_

## LEGAL ADDRESS OF THE COMPANY <sup>4</sup>:

\_\_\_\_\_

## AMOUNT OF AUTHORIZED/CAPITAL FUND <sup>5</sup>:

\_\_\_\_\_ UZS

## SHARES <sup>6</sup>:

1. \_\_\_\_\_ - \_\_\_\_\_ %

2. \_\_\_\_\_ - \_\_\_\_\_ %

3. \_\_\_\_\_ - \_\_\_\_\_ %

## MAIN KIND OF BUSINESS ACTIVITIES <sup>7</sup>:

\_\_\_\_\_

GSCEA: \_\_\_\_ . \_\_\_\_ . \_\_\_\_

additional activities:

\_\_\_\_\_

DIRECTOR/  GENERAL DIRECTOR <sup>8</sup>: \_\_\_\_\_

## TYPE OF STAMP/SEAL (includes service):

simple (polymer) + Trodat/Colop

multicolor (need to specify colors, fonts, etc.)

multicolor with logotype/trademark (need to specify colors, fonts, logotype/trademark)

## CLIENT'S INFORMATION:

phone, name <sup>9</sup>: +998 \_\_\_\_\_

phone to indicate in the state base of enterprises <sup>10</sup>:

+998 \_\_\_\_\_ e-mail: \_\_\_\_\_

SERVICE PAYMENT: \_\_\_\_\_ PAYMENT TYPE: \_\_\_\_\_

CLIENT'S SIGN: ✓

# INSTRUCTIONS AND EXPLANATIONS FOR THE QUESTIONNAIRE:

- <sup>1</sup> - **NAME OPTIONS OF THE NEW COMPANY** it is necessary to specify in this point by Latin uppercase letters (an example: GARANT SERVICE). Should not contain: official names of the states, designations identical or similar to extent of their mixture: with the trade names which are earlier registered or stated on registration in UZ addressed to other legal entity, possessing earlier priority; with trademarks, recognized well-known in accordance with the established procedure. Also similar on already registered so that it can lead to identification of appropriate subjects of an entrepreneurship. The choice of a name is performed when forming request from available trade names on the Latin alphabet which verification regarding identity is performed by the **AUTOMATICALLY** system. The chosen name remains for the applicant on 60 days.
- <sup>2</sup> - it is necessary to specify **the list of shareholders** of the LLC. In case individuals act as shareholders – need to specify Full names in case as founders legal entities - the legal names. From individuals of citizens of Uzbekistan it is necessary to provide passport copies with a permanent registration. From foreign individuals it is necessary to provide passport copies with temporary registration (for example: registration in hotel). From foreign legal entities it is necessary to provide 1) extract from trade register 2) the power of attorney (POA) on the representative (attorney) in the form of originals, either notarized copies, or legalized (an apostille, consular legalization) depending on their country of incorporation.
- <sup>3</sup> - **TIN** (taxpayer identification number). In case foreign physical persons act as founders/shareholders – need to specify the TIN received in the State tax inspection of the district/city in the place of temporary registration of the person in the territory of Uzbekistan. In case foreign legal entities act as founders/shareholders – need to specify the TIN received in the State tax inspection of the area/city in the place of temporary registration in the territory of Uzbekistan of the representative specified in POA (attorney).
- <sup>4</sup> - **the legal address or post address of the company** - the address of a permanent registration of one of founders/shareholders of physical persons (citizen of Uzbekistan) or the address of the expected rent office. By this address the registration of LLC will be perform.
- <sup>5</sup> - the amount of **the authorized/capital fund of LLC** is not limited; needs to be specified in "UZ\$".
- <sup>6</sup> - need to specify individual **share** of each founder/shareholder in %. Totally has to make 100%.
- <sup>7</sup> - need to specify **a main business activity of LLC**. In case the LLC is going to make several types of business activity, need to specify prevailing.
- <sup>8</sup> - need to elect the **director** of LLC, to define the name of his/her position (The director or the CEO) and to provide a passport copy. The director has the right to be any physical person, including from the list of founders/shareholders. The foreign citizen has the right to be the director, with obligatory obtaining the permission/license from external labor migration Agency at the Ministry of employment and labor relations of the Republic of Uzbekistan.
- <sup>9</sup> - need to specify client's name and the contact phone number with our employees concerning registration of the LLC.
- <sup>10</sup> - it is necessary to specify a contact **phone number** registered in Uzbekistan to indicate it in state base at registration of LLC. After registration of LLC the specified phone number will be in open access in the public register of the enterprises for communication with the management of LLC.