

담당	책임자

# Registration of a Foreign-Invested Enterprise

## [   ] Registration [   ] Change of Information

※ Please fill out the entire form except for the black boxes and mark √ in [   ] when applicable.

(page 1)

Receipt Number	Date of Receipt	Date of Completion	Term of Completion	One day	
<b>Foreign Investor</b>	① Name			② Nationality	
	SPC	[   ] Yes [   ] No	UPS of SPC	Name (Nationality:   )	
<b>Foreign-Invested Enterprise</b>	③ Name	(Korean)			⑤ Nationality
		(English)			
		(*) SPC [   ] Yes [   ] No			
	⑤ Address	Headquarters (Phone Number:   , FAX:   )			
		Main Factory(Main Place of Business) (Phone Number:   , FAX:   )			
		Homepage(website)		E-mail	
	⑥ Type of Business Previously Registered (Authorized)				
⑦ Capital (Contribution Amount)					
⑧ Amount of Foreign Investment and Ratio Thereof	Acquisition Price:   won (*USD   )			%	
	Par Value of Stocks:   won				
⑨ Number of Regular Workers	Existing number (if previously registered)		Expected umber (after registration)		
	⑩ Reason(s) for Change of Information (if there is any change)	<input type="checkbox"/> Changes of Amount or Percentage of Foreign Investment <input type="checkbox"/> Changes of the Name or Nationality or Foreign Investor <input type="checkbox"/> Changes of the Name or Address or Type of Business <input type="checkbox"/> Changes of Others			
※ Change of Information in details					
<b>Change of Information</b>	⑪ Transfer or Reduction of Stocks or Shares (if applicable)	Transferrer (Reducer)	Name	Nationality	
		Transferee (if transferee is a foreign national)	Name	Nationality	
	Details of Stocks or Shares to be Transferred (Reduced)	Type	Par Value per Stock(B)	Transfer or Reduction Price per Stock(C)	
		Quantity(A)	Total Par Value of Stocks(AxB)	Total Amount Transferred or Reduced(AxC)	
	⑫ Reasons for Cancellation of Registration (if applicable)		<input type="checkbox"/> all of the foreign investor's stocks have been transferred to domestic investor or reduced <input type="checkbox"/> corporation amalgamated, <input type="checkbox"/> business closure/liquidation, <input type="checkbox"/> others (   )		

The above notification is made in accordance with the regulations stipulated in Article 21, Paragraph 1 and 2, of the Foreign Investment Promotion Act.

Year                      Month                      Day

Applicant (or Power of Attorney) (Signature or Seal)

(Phone Number :                      )

**For KEB Hana Bank**



**[Agreement of Delivery by an Information and Communications Network]**

After of Foreign-Invested Enterprise Registration, this applicant  **agrees**  **doesn't agree** to receive a confirmation letter of the Cancellation of Registration of a Foreign-Invested Enterprise via an information and communications network, in case of occurrence of cause of cancellation according to the Article 21, Paragraph 4, of the Foreign Investment Promotion Act.

\* Causes of Cancellation (Article 21, Paragraph 4, of the Foreign Investment Promotion Act)

1. Where a foreign-invested enterprise reports business closure under Article 8, Paragraph 7, of the Value-Added Tax Act.
2. Where a foreign investor has transferred all of the stocks or shares owned by himself/herself to a domestic investor(Korean person or Korean corporation) or has ceased to hold any of the stocks or shares owned by himself/herself due to the capital reduction of the relevant foreign-invest enterprise.
3. Where it has effected the registration of a foreign-invested enterprise in disguise of the payment of the object of investment.

<p style="text-align: center;">Required Documents</p>	<p>&lt; For Registration Only &gt;</p> <ol style="list-style-type: none"> <li>1. A Copy of a document providing proof that the foreign investor has purchased or deposited foreign currency is required. For the operator of a private enterprise, a receipt for the purchase or deposit is required with the name of the enterprise on it. (only necessary if the investment was not made in kind) If the foreign investor is not directly transferring or bringing in the foreign currency, a copy of a document providing proof that the currency was transferred or brought in by proxy is required.</li> <li>2. If the foreign investor is making an investment in kind, a copy of a document providing proof that the transfer of assets has been completed is required.</li> <li>3. An investigation report by an examiner, or a written statement by an appraiser, in accordance with Article 422 of the Commercial Law is required. (only necessary in case of a stock, bond, or domestic real estate investment) Or a report certifying the consent of the company, in accordance with Article 421, Paragraph 2 is required. (only necessary if the foreign investor sets off his/her liability for payment of newly issued stocks and shares with his/her creditor's rights against the company)</li> <li>4. A copy of the following documents pertaining to the enterprise that the applicant intends to register as a foreign-invested enterprise:             <ol style="list-style-type: none"> <li>(A) The corporate registry of the enterprise</li> <li>(B) Shareholder ledger (in the case of acquisition of stocks in accordance with Article 2, Paragraph 1, Item 4, (a), of the Foreign Investment Promotion Act)</li> <li>(C) A copy of a business registration certificate and a business registration number</li> <li>(D) A summary of the research project, the current status of regular researchers, and a list of research facilities (only necessary if Article 2, Paragraph 1, Item 4, (c), of the Foreign Investment Promotion Act applies)</li> </ol> </li> </ol> <p>&lt; For Change of Information &gt;</p> <ol style="list-style-type: none"> <li>1. A copy of a document certifying changed information</li> <li>2. The original copy of 'Certificate of Registration of a Foreign-Invested Enterprise'</li> </ol>	<p style="text-align: center;">Processing Fee Exempt</p>
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Notice

In section ⑧, please specify the actual amount of foreign investment in Korea.

Instructions

- ①~② Please specify the name and nationality of the foreign investor (either a natural or legal person) who is acquiring the stocks (or shares) under the terms of the Foreign Investment Promotion Act. The name must appear in Roman characters (English where applicable).
  - \* An enterprise is usually considered as an SPC if it meets the following criteria: (i) The enterprise is a legal entity; (ii) The enterprise is ultimately controlled by a non-resident parent, directly or indirectly; (iii) The enterprise has no or few employees, little or no production in the host economy and little or no physical presence.
  - \*A UCP is the direct investor at the top of the ownership chain, i.e. not controlled by any other entity.
- ③~④ Please write both in Korean and Roman characters (English where applicable) the name of the company in which the foreign party has invested (or to which the foreign party has contributed) and provide the business registration number of the headquarters.
- ⑤ Please specify the addresses of both the ‘headquarters’ and ‘the main factory(or the main place of business)’. If the company is in the manufacturing business, the applicant must provide the address of the main factory. If the company is in a business other than manufacturing, please specify the main place of business(or a research center). And specify the ‘e-mail’ address which can receive the letters via an information and communications network.
- ⑥ Indicate the present business of the foreign-invested company. If the company engages in more than one kind of business, list the main ones up to the maximum of four.
- ⑦ The amount of paid-in capital of the foreign-invested company (or the amount the foreign investor has contributed to it) must be written in Korean won.
- ⑧ Please specify "Acquisition Price" is the total acquisition amount of investment by foreign investor. Applicants registering a foreign-invested enterprise for the first time should state the total acquisition amount. Applicants reporting a change of information (e.g., the injection of additional capital) should add the existing acquisition amount to the acquisition amount for the additional capital (calculating the U.S. dollar equivalent as of the date the funds were withdrawn). Also specify "Par Value of Stocks" by adding the par value of the existing investment by the foreign investor. Please express as a percentage the value of all stocks (or shares) owned by the foreign investor relative to the total value of all stocks (or shares) issued by the foreign-invested enterprise.
- ⑨ Please specify the expected number of regular workers after this registration of new foreign investment or changes in the existing investment. (In case of new registration, specify the entire number of regular workers; and in case of change of investment, specify the total number of existing regular workers and new regular workers expected to be newly hired after the change of investment.)
- ⑩ Any applicant indicating a change of information is requested to mark [v] for the reason and to state the reason for the change.(You can choose multiple reasons if necessary.)
  - < Examples > July 28, 2016: Increased investment, September 30, 2016: Transfer of stocks (or shares) Foreign-invested company has a new name and/or address.
- ⑪ Please specify content of the Foreign-Investor’s ‘Transfer or Reduction of Stocks or Shares’ including Transferrer(or Reducer), Transferee(if a foreign national) and Details of Stocks or Shares to be Transferred(or Reduced). (if applicable)
- ⑫ Please specify the reasons for cancellation of Foreign-invested Enterprise Registration, expressing [v] the reason and to provide the reason shortly. (if applicable)
  - < Examples > July 28, 2016: Selling all the foreign investor’s stocks to a domestic investor. February 23, 2017: closed business because company B was merged by A.

Instructions

