

外国（地区）企业在中国境内从事经营活动开业登记申请书

Application for Business Opening Registration

(For Foreign (Area) Enterprise's Business Activities in China)

工商行政管理局：

根据《外国（地区）企业在中国境内从事生产经营活动登记管理办法》等有关规定，现申请开业登记，请予核准。同时承诺：所提交的文件、证件和有关附件真实、合法、有效，复印文本与原件一致，并对因提交虚假文件、证件所引发的一切后果承担相应的法律责任。

Administration for Industry & Commerce:

In accordance with the relevant stipulations of *Procedures for the Registration for Foreign (Area) Enterprise's Business/production Activities in China*, we hereby apply for your approval to our application for business opening registration. We also undertake that all the documents, certificates and related appendixes submitted by us are true, legal and valid, and that the copies are identical to the originals. We will bear all legal responsibilities for any consequence resulted from submitting false documents and certificates.

企 业 名 称： _____

Name of Enterprise:

拟任责人签字： _____

Signature of Principal to be appointed:

申 请 日 期： _____

Date of Application:

国家工商行政管理总局制

Printed by the State Administration for Industry & Commerce

兹委托代理机构/拟开业企业人员 _____（代理）办理本企业在
中国境内从事经营活动开业登记事宜。

委托人 _____

_____, the agency/official of the enterprise to be established is hereby
authorized to handle all matters concerning the business opening registration for
its business activities in China.

Authorizer: _____

注：委托人指负责人。

Note: the authorizer as mentioned here must be the principal.

代理人信息

Information of Agent

代理机构 Agency		代理证复印件粘贴处 To stick the copy of Agent License here
姓名 Name		
代理证号 Agent License No.		
联系电话 Contact Tel.		

拟开业企业申报人员信息

Declarer Information of enterprise to be opened

姓名 Name		代理证复印件粘贴处 To stick the copy of Agent License here
部门 Department		
电话 Tel.		

外国（地区）企业在中国境内从事生产经营活动

开业登记所需提交的文件、证件

Documents and certificates required for Business Opening Registration for

Foreign (Area) Enterprise's Business/Production Activities in China

NO	文件、证件名称 Required Documents and Certificates
1	外国（地区）企业董事长或其他有权签字人签署的书面申请 Written application signed by the Chairman or other authorized person of the foreign(area)enterprise
2	《外国（地区）企业在中国境内从事经营活动登记申请书》 Application for Business Opening Registration(For Foreign(Area)Enterprise's Business Activities in China
3*	项目合同 Project Contract
4*	审批机关的批准文件 Approval Documents of examination & approval authority
5	外国（地区）企业所在国家（地区）政府有关部门出具的合法开业证明 Legal Business Opening Certificate issued by the related government department of the country (area)where the foreign (area) enterprise is located
6*	外国（地区）企业的资信证明 Credit Certificate of the foreign (area) enterprise
7	外国（地区）企业董事人或总经理对负责人的任命书 Letter of Appointment of principal signed by the Chairman of General Manager of foreign (area) enterprise
8*	验资报告 Capital Verification Report
9*	外国（地区）企业章程及董事会成员名单 Articles of Association of the foreign (area) enterprise and list of members of its Board of Directors
10	营业场所使用证明 Operation Site Report
11	其它有关文件、证件 Other related documents and certificates

- 注：1、本申请书应用黑色或蓝黑色钢笔、签字笔填写，字迹应清楚。
2、第3项外国（地区）金融企业无需提交。
3、第4项从事石油勘探、开发、生产的外国（地区）企业需提交介绍单位的介绍函。
4、第6项外国（地区）金融、保险证券类企业的资信证明为该企业近三年年报。
5、第8、9项仅适用于金融机构。

- Note: 1.The Application Form must be filled out in black or blue-black ink with neat writing;
2. The item 3is not applicable to the foreign (area) financial institutions.
3. Regarding the item 4: the foreign (area) enterprises which are engaged in oil exploration, development and production are required to provide referee's Reference;
4. For those foreign (area) financial, insurance and equity enterprises, the Credit Certificate mentioned in the item 6 should be their annual statements of the recent three years;

5. The item 8 and 9 are applicable to financial institutions only.

外国（地区）企业情况

Information about Foreign (Area) Enterprises

企业名称 Name of Enterprise	
国外住所 Foreign Domicile	
Registered Business Scope of Foreign Enterprise 国外企业注册的经营范围	

国外注册资本 Foreign Registered Capital	
--------------------------------------	--

在中国境内从事生产经营活动申请登记事项

Registration Items of Application for

Going into Business/Production Activities in China

名称 Name		电话 Telephone	
营业场所 Operation Site		邮编 Post Code	
企业类型 Type of Ownership		负责人 Principal	
审批机关 Examination & Approval Authority		批准日期 Approval Date	主管部门 Competent Authority
在中国境内 经营范围 Business Scope in China			
经营期限 Term of Operation			
承包工程或经营 管理项目 Contracted Engineering or Operation Management Project			
承包工程或经营 管理内容 Content of Contracted Engineering or Operation Management Project			

承包工程合同额 或管理费总额 Contract Amount of Contracted Engineering of Total Amount of Management Remuneration	万元 RMB 0,000.00 yuan	币种 Currency	折美元 US\$	万元 US\$ 0,000.00
从事石油勘探、开 发和生产费用 Expenses for Oil Exploration, Development and Production	万元 RMB 0,000.00 yuan	币种 Currency	折美元 US\$	万元 US\$ 0,000.00
外国银行分行 营运资金额 Amount of Working Capital of Foreign Bank's Branch	万元 RMB 0,000.00 yuan	币种 Currency	折美元 US\$	万元 US\$ 0,000.00

负责人登记表

Principal Registration Form

姓 名		国 籍		照 片 Photo
Name		Nationality		
出生年月		任职期限		
Date of Birth		Term of Office		
住址		电 话		
Address		Telephone		

身份证明复印粘贴处

To stick the copy ID certificate here

证件号码 _____ 负责人签字（备案）_____

ID certificate No. _____ Signature of principal (filing): _____

登记机关核准事项

Items Verified by Registration Authority

名 称	
Name	
营业场所	

Operation Site					
企业类型 Type of Ownership					
负责人 Principal					
资金数额 Amount of Capital		币种 Currency		折美元 US\$	
经营范围 Business Scope					
经营期限 Term of Operation	自 年 月 日至 年 月 日 From to				

领照人 License Collector	签 字 Signature	
	日 期 Date	
	证件名称 ID Certificate	
	证件号码 ID Certificate No	
	发照人 Issuer	签 字 Signature
	日 期 Date	
备 注 Remarks		

注：领照人应为负责人或其授权人。

Note: The collector should be principal or its authorized person.

归档情况 Filing Information

送 档 人 Handed over by	
接 档 人 Taken over by	
送档日期 Hand-over by Date	
备 注 Remarks	

核准设立登记审批表

Examination and Approval Form for Establishment Registration

企业或常驻 代表机构名称 Name of Enterprise or Its Resident Office		国别 或地区 Country or Area	
受理人意见 Opinions of Acceptor			

<p>外长审查意见</p> <p>Examination Comments of Head of Section</p>	
<p>局长批示</p> <p>Instructions of Head of Bureau</p>	
<p>备注</p> <p>Remarks</p>	