# Information needed to register a Japanese company (godou kaisha G.K.)

In all questions below “Company” means the new company to be incorporated.

# Name

The Company’s full name is      合同会社 in Japanese (      GK in English).

# Head-Office Address

The full postal address of the Company’s head-office is       in Japanese (      in English).

# Paid-In Capital

The Company’s paid-in capital is Japanese Yen      . The paid-in capital must equal the total of all members’ contributions at the time of incorporation.

# Members and Contributions

At the time of incorporation, the members below each contribute the relevant described amount to the Company’s paid-in capital:

###       (name) residing at       (address) contributes Japanese Yen       (received before incorporation).

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Each individual member must provide a copy of his or her current passport. Each corporate member must provide a notarized copy of its current certificate of incorporation, Articles of Incorporation, and By-Laws.

If one of the Company’s members liquidates, otherwise stops business or merges with another company, or an individual member dies or loses the rights to his or her ownership, will the member’s successor inherit its membership [ ] , or will the GK return the member’s contribution to it [ ] .

# Executive Members

The Company is managed by: (1) all Members [ ] , or, (2) one or more Executive Members (at least one must be a Representative Executive Member, none need be resident in Japan) [ ] .

The name, nationality, birthdate, and address of each of the Company’s Executive Members is:

###       (name), a       national born on       and residing at       (address) who will be: (i) a Representative Executive Member\* [ ] , or, (ii) an ordinary Executive Member [ ] .

###       (name), a       national born on       and residing at       (address) who will be: (i) a Representative Executive Member\* [ ] , or, (ii) an ordinary Executive Member [ ] .

###       (name), a       national born on       and residing at       (address) who will be: (i) a Representative Executive Member\* [ ] , or, (ii) an ordinary Executive Member [ ] .

\* Please note that if the company does not have a resident Representative Executive Member, domestic banks are likely to refuse to open a bank-account for it and it will not be able to receive business licenses in certain regulated industries.

# Executive Manager

If the Company is managed by a corporate Representative Executive Member, such Representative Executive Member must appoint an Executive Manager\* who is a person (but does not need to be resident in Japan) as the Company’s Executive Manager.

The name, nationality, birthdate, and address of the Company’s Executive Manager is:

###       (name), a       national born on       and residing at       (address).

\* An Executive Manager has unlimited authority to irrevocably bind the Company to contractual obligations including loans and other debts. Please note that if the Executive Manager is not a resident of Japan, domestic banks are likely to refuse to open a bank-account for it and it will not be able to receive business licenses in certain regulated industries.

# Business Purpose

The Company’s business purposes are:

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###      .

Business purposes must be specific, for example, “The sale of software products”, “The import and sale of cosmetics”, “Provision of consulting services”, “Sale of investment products”.

Special licenses and permits are required before a company can import or sell certain products (for example cosmetics, hair-care, skincare, or other products for application to the skin, pharmaceutical products, medical devices, and investment products).

# Financial Year

Each year the Company’s financial year starts on January 1 (can be any day of the year) and end on December 31 (must be no later than twelve months after the start date).

The company can change its financial yearend at any time by filing amended Articles of Incorporation with the Bureau of Legal Affairs (part of the Ministry of Justice), but such amended yearend must be no later than twelve months after the start date of its then current financial year.