**Company Incorporation Questionnaire**

**General Information**

**COMPANY TYPE[[1]](#footnote-1): 🞎** Private Company Limited by Shares (LTD)

(Please select one) **🞎** Designated Activity Company Limited by Shares (DAC)

**PROPOSED COMPANY NAME:**

**ALTERNATIVE NAME(S)[[2]](#footnote-2):**

**MAIN ACTIVITIES[[3]](#footnote-3):**

**DIRECTORS[[4]](#footnote-4):**

***Please complete attached Information Sheet for each director.***

1. Name:

2. Name:

3. Name:

4. Name:

**COMPANY SECRETARY[[5]](#footnote-5):**

Full name of Individual or

name of Body Corporate: Cafico Secretaries Limited

Residential/Registered

Office Address: Palmerston House

Denzille Lane

Dublin 2

Email Address: company\_secretarial@caficointernational.com

Date of Birth /

Date of Incorporation: 29/08/2012

**If a Body Corporate**

Individual authorised

to sign on behalf of

Company Secretary:

**SHAREHOLDING:**

**Authorised Capital[[6]](#footnote-6)**

Total number:

Share Class:

Currency:

Nominal Value:

Total Value:

**Issued Capital**

Total number:

**Shareholder(s):**

1. Name:

Address:

Number of shares

allocated:

**Body Corporate**

Company Number:

Individual authorised

to sign on behalf of

Shareholder:

2. Name:

Address:

Number of shares

allocated:

**Body Corporate**

Company Number:

Individual authorised

to sign on behalf of

Shareholder:

3. Name:

Address:

Number of shares

allocated:

**Body Corporate**

Company Number:

Individual authorised

to sign on behalf of

Shareholder:

**COMPANY ADDRESS:**

**Registered Office Address**

2nd Floor, Palmerston House

Denzille Lane

Dublin 2

**Address of Place of Business**

2nd Floor, Palmerston House

Denzille Lane

Dublin 2

**Address of Place of**

**Administration**

**New Directors' Information Sheet**

(please duplicate as needed)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Director’s Full Name**  *(including any middle names. Initials will not suffice)* |  | | | | |
| **Any previous names** |  | | | | |
| **Date of birth** |  | | | | |
| **Business occupation** |  | | | | |
| **Residential address** |  | | | | |
|  | | | | |
|  | | | | |
| **Are you an EEA resident?** | **[ ] Yes [ ] No** | | | | |
| **Nationality** |  | | | | |
| **Other Directorships**  (Other directorships should include all companies, Irish and non-Irish, of which you have been a director at any time during the last **five** years. Please indicate the country of incorporation, date of appointment and if applicable, date of your resignation.)  *If none, please state “none”. If space is insufficient, please continue on separate sheet* | **COMPANY NAME** | **COMPANY NUMBER**  (if registered in Ireland) | **PLACE OF**  **INCORPORATION** | **DATE OF**  **APPOINTMENT** | **DATE OF**  **RESIGNATION**  (if applicable) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Do you (or your spouse or any minor children) have any shares in the Company or any other company inthe group?**  *Pursuant to Sections 262 to 265 of the Companies Act, 2014 you must declare any such disclosable interests[[7]](#footnote-7)* *to the Company. We will send you the appropriate forms for completion, if necessary.* | **[ ] Yes**  **[ ] No** | | | | |

1. *Since 1 June 2015, there are two types of private limited company in Ireland, a Private Company Limited by Shares and a Designated Activity Company (“DAC”). The LTD is a simplified company and the majority of Irish private limited companies are LTD. If you require any further information on the differences between the two company types please let us know.*  [↑](#footnote-ref-1)
2. *The Companies Registration Office may not accept the company’s first choice. Please provide a second option in case the preferred option is not available.* [↑](#footnote-ref-2)
3. *Not required for LTD company types.* [↑](#footnote-ref-3)
4. *A minimum of 1 director is required to set up an LTD. All other company types require at least 2 directors. At least 1 director must be a resident of the European Economic Area. In the absence of an EEA resident director, a Section 137 Bond must be taken out and filed with the incorporation documentation. The cost of this bond is c. €1,800 every two years.* [↑](#footnote-ref-4)
5. If the company only has one director, the company secretary cannot be the same individual as this director. [↑](#footnote-ref-5)
6. *Not required for LTD company types.*  [↑](#footnote-ref-6)
7. *A disclosable interest is any interest in shares in, or debentures of, the Company, or any body corporate of the same group, where the aggregate interest of the director or secretary and spouse (or civil partner and minor children of such director or secretary) is in shares representing more than 1% in nominal value of the body corporate’s issued share capital of a class carrying voting rights.*  [↑](#footnote-ref-7)