

COMPANY REGISTRATION IN CYPRUS (June 2020)

REQUIRED DOCUMENTS FOR REGISTERING A NEW COMPANY AT THE CRMD REGISTRY OF COMPANIES OF FOREIGN INTERESTS

- ✓ **Original Certificate of Incorporation (by the Registrar of Companies)**
- ✓ **Original Certificate of Registered Office (by the Registrar of Companies)**
- ✓ **Original Certificate of Directors (by the Registrar of Companies)**
- ✓ **Original Certificate of Shareholders (by the Registrar of Companies) representing that the percentage of foreign participation in the Company's share capital is above 50% of the total share capital**

Please note that If Company's Share Capital is equal or less than 50% of the total share capital, the foreign participation should represent an amount equal or more than 171,000 EURO.

- ✓ **Directors' Affidavit on the Company's ownership**
- ✓ **Ultimate Beneficial Owners' valid passport(s)**
- ✓ **The Company's *original* Memorandum**
- ✓ **Description of Company's principal activities, presented in a headed- paper letter, signed by the Director(s) of the Company**
- ✓ **A minimum deposit of 170,860 EURO, supported by the Bank SWIFT (or other similar document), which proved a foreign direct investment by the ultimate beneficial owner, legally admitted to Cyprus from abroad**
- ✓ **Recent bank account statement with a min remaining balance of 41,006 EURO (on the date the application is made)**



- ✓ **Completed *Analytical Statement of Company of Foreign Interests' Personnel.***

Please note

Yellow slips will be needed for each of the EU Nationals

A Certificate of Contributions to the Social Insurance Fund (Form YKA B-9) and its Statement of the Insurable Earnings

- ✓ **Title of ownership or rental agreement. If the Title of ownership has not been obtained yet, the applicant must submit the contract of sale duly stamped by the Stamps Commissioner and the Departments of Lands and Surveys, plus proof of payments.**

If the above documents are not available at the date of application submission, they should be brought to the CRMD within 3 (three) months from the application date.

- ✓ **Audited Company Accounts (for Companies *already* operating in Cyprus)**
- ✓ **Company's Tax Clearance Certificate (for companies *already* operating in Cyprus)**
- ✓ **Proof of Levy Payment for the Registrar of Companies (for Companies *already* operating in Cyprus)**
- ✓ **YKA B-7 Form, available at the Social Insurance Fund, that states how many employees are employed by the Company.**

Please note the following:

1. In case the UBO is registered in another company, the Company which intends to be registered at the Register of Company of Foreign Interests, should submit a letter to CRMD which shall refer that the UBO will not earn any salary by the Company. (This is because a third country national can only hold ONE Company).
2. An employee should also be registered along with the registration of the Company.

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