Implementation Measures for Promoting Headquarters Economic Development in

Foshan Sanlongwan High-end Innovation Cluster

Chapter I General

**Article I** In accordance with the *Decision of the State Council on Accelerating the Cultivation and Development of Strategic Emerging Industries* (No.32 [2010] of the State Council), *Notice of the State Council on Certain Measures for Actively and Effectively Utilizing Foreign Investment to Promote Quality Economic Development (*No.19 [2018] of the State Council), *Opinions of the State Council on Further Effectively Using Foreign Investment (*No.23 [2019] of the State Council), *N*otice *of Guangdong Provincial People's Government on Issuing the Policies and Measures of Guangdong Province on Further Expanding Opening-up and Actively Attracting Foreign Direct Investment (Revised Edition)* (No.78 [2018] of the Guangdong Provincial People's Government) and other documents, to facilitate investment promotion, seize the great strategic opportunity of the construction of the Guangdong-Hong Kong-Macao Greater Bay Area, promote high-quality economic development of Foshan Sanlongwan High-end Innovation Cluster (abbreviated as "Sanlongwan"), vigorously introduce a group of enterprise headquarters with regional competitiveness, create a driving force by enterprise headquarters with comparative advantages, and promote higher-level development from a higher starting point, the Measures is hereby formulated.

**Article II** The Sanlongwan Area herein refers to the area where the Management Committee of Foshan Sino-German Industrial Services Zone (Sanlongwan) ("Management Committee") has the role of coordinating investment promotion and construction ("Sanlongwan Area"). The specific jurisdiction scope of the Sanlongwan Area is proposed by the three district construction bureaus of the Management Committee ("District Bureaus") as the case may be and reported to the Management Committee for approval.

**Article III** The objects supported by the Measures include enterprise headquarters and regional headquarters of international organizations (institutions). Enterprise headquarters are divided into two types, comprehensive and functional, and exclude real estate enterprises. Enterprise headquarters shall meet the following criteria:

(I) On or after January 1, 2020 be newly established in Sanlongwan Area by enterprises outside Foshan, or their place of registration has moved into the Sanlongwan Area from outside Foshan;

(II) Have business registration, tax collection and management relations, and statistical relations in the Sanlongwan Area, with a sound financial system and independent legal personality, adopting independent accounting.

One enterprise can only apply for one type of enterprise headquarters.

Regional headquarters of international organizations (institutions) refers to the resident representative offices of overseas commerce chambers (associations) and industry organizations newly established in the Sanlongwan Area from January 1, 2020, or their registered places have moved into the Sanlongwan Area from outside Foshan.

**Article IV** The industries referred to herein shall be classified according to the *Industrial Classification for National Economic Activities* (GB/T4754-2017) issued by the National Bureau of Statistics; Strategic emerging industries shall be classified according to the *Classification of Strategic Emerging Industries* (2018) of the Bureau.

**Article V** The annual revenue herein refers to the revenue earned in the city after the completion of the remittance of the previous tax year, which can be calculated by the data of an individual enterprise, or the data of the enterprise and its subordinates and branches at all levels. The annual tax herein includes enterprise income tax, VAT, consumption tax, property tax, land use tax, stamp duty and additional tax incurred by enterprises, excluding export rebate.

Chapter II Criteria for Accreditation of Enterprise Headquarters

**Article VI** Criteria for accreditation of comprehensive enterprise headquarters

(I) The enterprises shall conform to the industrial development orientation of Sanlongwan, and perform management and service functions to subordinates or branches in the Pearl River Delta or beyond;

(II) As of the date of accreditation, the enterprises shall own no less than 3 wholly-owned or holding companies, including no less than 2 invested or authorized outside Foshan, and the revenue from subordinates and branches outside Foshan accounts for no less than 20%;

(III) By industry, the enterprises shall meet the following criteria in terms of revenue and annual tax in the previous year for accreditation:

1. Manufacturing industry With revenue of no less than 500 million yuan, and annual tax of no less than 50 million yuan. For next generation IT, high-end equipment manufacturing, new materials, biology, new energy vehicles, new energy, energy conservation and environmental protection and other strategic emerging industries, with revenue of no less than 100 million yuan and annual tax of no less than 10 million yuan.

2. Financial industry With revenue of no less than 1 billion yuan, and annual tax of no less than 100 million yuan.

3. Software and information technology services Including Internet and related services, information transmission, IT services, software services, integrated circuit design, information systems integration and Internet of Things technology services and other industries, with revenue of no less than 100 million yuan and annual tax of no less than 10 million yuan.

4. Commercial services, scientific research and technical services Including organizational management services, legal services, comprehensive management services, consulting and investigation, conference and exhibition services, advertising services, human resources services, security services, professional technical services, science and technology promotion and application services, with revenue of no less than 200 million yuan and annual tax of no less than 20 million yuan.

5. Other industries that conform to the industrial development orientation of Sanlongwan. With revenue of no less than 500 million yuan, and annual tax of no less than 50 million yuan.

**Article VII** Criteria for accreditation of functional enterprise headquarters

Functional headquarters mainly include sales center functional headquarters, operation center functional headquarters, and R&D center functional headquarters. Functional enterprise headquarters shall meet the following criteria:

1. Sales center functional headquarters shall be the sole headquarters authorized by the parent enterprise (for a period of no less than 5 years from the date of accreditation), to perform sales management and settlement functions in the Pearl River Delta or beyond; The annual revenue in the previous year for accreditation shall be no less than 500 million yuan, and the annual tax shall be no less than 30 million yuan.
2. Operation center functional headquarters shall be the sole headquarters authorized by the parent enterprise (for a period of no less than 5 years from the date of accreditation), to perform three or more functions of procurement, production, distribution, marketing, after-sales service and administration in the Pearl River Delta or beyond; The annual revenue in the previous year for accreditation shall be no less than 300 million yuan, the annual tax shall be no less than 20 million yuan, and there shall be no less than 3 branches for management and service.

(III) R&D center functional headquarters shall be the sole headquarters authorized by the parent enterprise (for a period of no less than 5 years from the date of accreditation), to perform R&D functions in the Pearl River Delta or beyond and boast sound research, development and experiment conditions; The proportion of R&D personnel exceeds 50%; With a stable source of R&D funds, the total expenditure on R&D in the previous year for accreditation shall be no less than 50 million yuan.

**Article VIII** Newly settled enterprise headquarters

Enterprises relocated to the Sanlongwan Area through change of the registered office as a whole and pledging to satisfy the criteria for accreditation of enterprise headquarters in the first fiscal year after the change, can apply for accreditation as an enterprise headquarters in the year of change.

**Article IX** Criteria for direct accreditation

Enterprises that meet one of the following conditions and aim to set up comprehensive headquarters or functional headquarters with independent legal personalities in the Sanlongwan Area, may directly apply for accreditation as a comprehensive enterprise headquarters or functional enterprise headquarters within the valid term of the Measures:

(I) The Fortune Global 500 Companies, Top 500 Chinese Enterprises (China Enterprise Confederation and China Enterprise Directors Association), China Top 500 Private Enterprises (All-China Federation of Industry and Commerce), China Top 100 Service Enterprises (China Enterprise Confederation and China Enterprise Directors Association) and their controlled subordinates published in the previous year for accreditation.

(II) Central enterprises Central enterprises refer to wholly state-owned or state-controlled enterprises and their subordinates, which are managed by the Central People's Government (the State Council) or entrusted to the state-owned assets supervision and administration institution to perform the function of an investor, and whose leading bodies are directly managed by the Central Government or entrusted to the Organization Department of the Chinese Communist Party, State-owned Assets Supervision and Administration Commission of the State Council or other central ministries (associations).

(III) Enterprises that are in line with the industrial development orientation of Sanlongwan, with a total investment in fixed assets reaching 1 billion yuan or 100 million USD.

**Article X** Regional headquarters of international organizations (institutions) shall meet the following criteria:

(I) Regional headquarters shall be legally registered in the Sanlongwan Area, with office space of no less than 100 square meters;

(II) The commerce chambers (associations) or industry organizations they represent shall have no less than 100 members;

(III) Regional headquarters shall be the sole regional headquarters authorized by their parent overseas commerce chambers (associations) and industry organizations to carry out economic activities and perform management and service functions in the Pearl River Delta or beyond.

**Article XI** Major and mega-projects introduced by the Municipal Party Committee and the Municipal Government that have a significant driving effect on the industrial development of Sanlongwan may directly apply for accreditation as enterprise headquarters, and the Management Committee shall formulate special support measures as per "one project, one policy".

Chapter III Headquarters Support Policy

**Article XII** Settlement rewards

(I) Headquarters enterprises can apply for a one-time settlement reward after being accredited. The amount awarded is set at 100% of the enterprise's financial contribution to the city in the last fiscal year. The amount awarded to a single headquarters enterprise is set at up to 20 million yuan. Newly-settled headquarters enterprises shall have fulfilled all the requirements one year before they apply for the settlement reward.

(II) Those who have been recognized as regional headquarters of an international organization will be granted a settlement reward worth 300,000 yuan.

**Article XIII** Business contribution rewards. In the three fiscal years after an accredited headquarters enterprise receives the settlement reward, if the financial contribution made by the enterprise in the current year has increased compared with that in the previous fiscal year, a reward of business contribution shall be given. The amount awarded should be 75% of the enterprise's financial contribution to the city in the current year, up to 20 million yuan each year.

**Article XIV** Rewards for leading enterprises. For an accredited headquarters enterprise, upon making the list, for the first time, of the Top 100 Enterprises in Guangdong Province (rated by Guangdong Provincial Enterprise Confederation and Guangdong Provincial Association of Entrepreneurs), Top 500 Enterprises of China (rated by All-China Federation of Industry and Commerce), or the Fortune Global 500 List, it can receive a reward of 2, 5 or 10 million yuan, respectively. Where an enterprise receives more than one honor may apply for multiple rewards.

**Article XV** Subsidies for purchase expenses. In case an accredited headquarters enterprise, for the first time, decides to purchase an office building or the land for building its own office building in the Sanlongwan area within the validity period of these Measures, subsidies for purchase expenses shall be given to such enterprise. For a comprehensive headquarters enterprise, a subsidy will be granted at 10% of the total price of the purchased office building or land (tax excluded), while for a functional headquarters enterprise, 8% of the total price of the purchased office building and land will be subsidized (tax excluded). The maximum amount granted for a single headquarters enterprise is set at up to 10 million yuan. An enterprise can only apply for the subsidy once. The subsidized headquarters office building or land must not be leased (subleased), sold, or contributed as an investment/share within ten years of purchase, and the purpose of such property shall not be altered. Otherwise, the enterprise is required to refund the subsidy in full.

If a directly-accredited headquarters enterprise pays less than 10 million yuan in taxes in the third year after it was granted the subsidy, the enterprise is required to refund the subsidy it has received.

In case a newly-settled headquarters enterprise fails to fulfill its requirements within the agreed period, it shall refund the subsidy it has received for purchasing office building or land.

**Article XVI** Rent subsidies. In case an accredited headquarters enterprise or a regional headquarters of an international organization (institution) needs to rent premises for headquarters use, it shall be given three consecutive years of rent subsidy from the date of accreditation. In the first year, 100% of the rent will be subsidized, while in the second and third years, 50% of the rent will be subsidized. The amount subsidized will be calculated based on the lease contract. However, for commercial office buildings, the subsidized monthly rent does not exceed 100 yuan/m2, and for premises in an industrial park, the subsidized monthly rent does not exceed 50 yuan/m2. The maximum subsidy amount for a comprehensive headquarters enterprise is up to 3 million yuan per year, for a functional headquarters enterprise, up to 2 million yuan per yuan, and for a regional headquarters of an international organization (institution), up to 200,000 yuan per year. The lease term of the subsidized headquarters office building must be longer than five years. Moreover, the enterprise is not allowed to lease (sub-lease) or sell the premises, nor could it alter the purpose of the office building. Otherwise, the enterprise is required to refund the rent subsidy it has received. Headquarters enterprises that enjoy rent subsidy cannot apply for the subsidies for purchase expenses.

**Article XVII** Rewards for headquarters parks. For an accredited headquarters park that has a total floor area of no less than 20,000 m2 and their own supporting parks, with no less than two accredited headquarters enterprises and no less than three enterprises in the field of or related to the headquarters enterprises, a one-time reward of 1 million yuan will be given to the park's operating unit. This reward is set up to encourage owners to build their headquarters parks by exploiting the existing properties.

**Article XVIII** When a headquarters enterprise is qualified to apply for the same type of policy support in Foshan or the respective district, the principle of "high-level incentives prevail" should be followed, and the enterprise shall not apply for multiple subsidies simultaneously.

Chapter IV Accreditation as Headquarters

**Article XIX** The Management Committee is responsible for the accreditation of headquarters enterprises, regional headquarters of international organization (institutions), and headquarters parks. Under the principle of "approving once the enterprise qualifies", the Management Committee accepts applications all the year round. The rewards shall be given to those who deserve them base on these Measures.

**Article XX** Application procedure

(I) Sign an investment agreement. Eligible projects should sign an investment agreement with the district bureau they belong to.

(II) Online application. Log in to the "Foshan Support Pass", an enterprise-supporting comprehensive service platform launched by Foshan municipal government (website: https://fsfczj.foshan.gov.cn/) to register and file an application.

(III) Preliminary review by the district bureau. The district bureau is responsible for handling the applications filed within its jurisdiction, preliminarily reviewing the application materials for completeness and authenticity on the Internet before forwarding them to the Management Committee.

(IV) Materials submission. After the application is approved by the district bureau, the member of the enterprise should log in to the "Foshan Support Pass" to print out the application materials, bind them together in the correct order (with page numbers at the lower right corner), have them signed and stamped before submitting them to the district bureau. The district bureau gathers the application materials of the enterprise before submitting the paper version (in quadruplicate) and the electronic file to the Management Committee.

(V) Expert review. The Management Committee organizes an expert panel to review the projects.

(VI) Public Notice Based on the results of the expert review, the Management Committee publishes the list of enterprises to be accredited on a specified website for 5 working days.

(VII) Accreditation. In case no objection arises, or the objection is proved invalid during the period of public notice, the Management Committee shall approve the results and formally announce them to the public.

Chapter V Support Fund Application and Appropriation

**Article XXI** Fund review and appropriation

(I) The Management Committee organizes one or two rounds of fund applications and acceptances each year. The specific time and the contents of application materials shall be subject to the latest notification.

(II) The district bureau shall organize eligible enterprises within their jurisdictions to file applications on "Foshan Support Pass", an enterprise-supporting comprehensive service platform launched by Foshan municipal government (website: https://fsfczj.foshan.gov.

[cn/](https://fsfczj.foshan.gov.cn/)), strictly verify the project conditions and implementation, and identify the eligible projects and the amounts of granted funds before report them to the Management Committee.

(III) The Management Committee entrusts the project review to a third-party intermediary agency. The results will be publicized in accordance with the rules. In the case of no objection, or the objection is proved invalid during the period of public notice, the project shall be submitted for special funds by relevant procedures.

(IV) The municipal finance department is responsible for budget release and fund appropriation in accordance with relevant regulations.

Chapter VI Supervision and Inspection

**Article XXII** Headquarters enterprises under the policy support of these Measures must not move their industrial and commercial registration place, tax collection and administration relations, and statistical relations out of the Sanlongwan area within ten years of its accreditation; regional headquarters of international organizations (institutions) must not move their commercial registration place out of the Sanlongwan area within five years of its accreditation. Headquarters enterprises and regional headquarters of international organizations (institutions) under the policy support shall fulfill relevant commitments and agreements on schedule. The district bureau supervises and verifies with the relevant functional departments based on the contents of those commitments and agreements, and report the situations to the Management Committee in a timely manner.

**Article XXIII** Applicants should submit truthful application materials and strictly fulfill their commitments. Should falsified or untrue application materials be discovered, or the applicant fails to fulfill the commitments, the applicant shall be deemed disqualified, and the support funds it received shall be retrieved by relevant departments and returned to the municipal finance through the original channels.

**Article XXIV** Enterprises that receive support funds stated in these Measures shall handle their accounts in accordance with the national financial and accounting systems in China and coordinate appropriate usage.

**Article XXV** The Management Committee entrusts a third-party organization with the performance assessment of supported enterprises, including the use of the funds, the delivery of commitments, and the roles the enterprises have played in facilitating the headquarters economy of Sanlongwan. The results will then be released to the public through channels like the Municipal Government Service Platform, the portal website of the Management Committee and the Foshan Support Pass, and filed with the Foshan Municipal Finance Bureau.

**Article XXVI** The expenses generated during the execution of these Measures (including project review, supervision and verification, etc.) will be listed as the special funds of the Management Committee, whose use shall be subject to the relevant regulations of special financial funds.

Chapter VII Supplementary Provisions

**Article XXVII** The Measures shall take effect on August 1, 2020, with a 5-year validity period.

**Article XXVIII** The terms of "no less than", "no fewer than", "reach" or "reaching", "up to", "less than" and "does not exceed" mentioned in the Measures all include the given number or amount.

**Article XXVIX** For projects eligible for headquarter supportive policies within the Measures' validation period, the specific years for the rewards to be given shall be based on the investment agreement.

**Article XXX** Management Committee of Foshan Sino-German Industrial Services Zone (Sanlongwan) is in charge of explaining the Measures.

Appendix: 1. Application materials for recognition as corporate headquarters

2. Application Form for Recognition as Corporate Headquarters in Sanlongwan

3. Subordinate and Branch Information List

4. Application Form for Recognition as Regional Headquarters of an International Organization (Institution)

Appendix 1

Application materials for recognition as headquarters

I. Application materials for comprehensive corporate headquarters

All the materials shall be submitted in quadruplicate and affixed with corporate seal. The materials shall be placed in the right order and bound. For photocopies, the original document shall be provided for verification. Required materials are as follows:

(I) Photocopy of investment agreement signed with the sub-zone administration

(II) Application Form for Recognition as Corporate Headquarters (See Appendix 2)

(III) Photocopy of business license

(IV) Tax payment receipt of last year

(V) Supporting materials for the identity of legal representative

(VI) Photocopy of last year's audit report issued by a third-party audit agency

(VII) Subordinate and Branch Information List (The list shall be attached with photocopies of the subordinate and branch business licenses and supporting materials for the affiliating relationship. See Appendix 3.)

(VIII) Materials showing the shareholders and shareholding structure of the subordinates and branches and the corporate headquarters (For example, the company's Article of Association. Domestic companies can provide the Registration Form on Basic Information of Domestic Company issued by market regulatory authorities. Foreign-invested companies can provide the Filing Receipt for the Establishment of Foreign-invested Company issued by foreign investment regulatory authorities.)

(IX) Supporting materials for the "share of subordinates and branches outside Foshan in the total revenue" provided by specialized third-party agencies

(X) Authenticity Commitment Letter

II. Application materials for functional corporate headquarters

(I) Photocopy of investment agreement signed with the sub-zone administration

(II) Application Form for Recognition as Corporate Headquarters (See Appendix 2)

(III) Photocopy of business license

(IV) Tax payment receipt of last year

(V) Supporting materials for the identity of legal representative

(VI) Photocopy of last year's audit report issued by a third-party audit agency

(VII) Authorization Materials for the headquarters to perform its parent company's functions

For the sales center functional headquarters, the authorization materials shall include information about the sales headquarters' geographic area of services, types of products, and the authorization period.

For the operation center functional headquarters , the authorization materials shall include information about the operation headquarters' geographic area of services, main functions, list of subordinates and branches that it manages or serves, and the authorization period.

For the R&D center functional headquarters, the authorization materials shall include information about the R&D headquarters' geographic area of services, fields of research, and the authorization period. The materials shall also contain information about the research, development and experimental capabilities (including but not limited to articles, pictures, and lists of equipment), documents which show the number of employees for whom the company pays social insurance and individual tax, photocopies of R&D staff labor contracts, individual tax or social security related documents, and an audit report which includes last year's R&D spending (no less than 50 million yuan).

(VIII) Authenticity Commitment Letter

III. Application materials for direct recognition as corporate headquarters

Those that apply to be directly recognized as corporate headquarters shall provide application materials based on the type of the headquarters (comprehensive or functional) as well as the following materials:

(I) Companies that have made the list of Top 100 Companies in Guangdong Province (Guangdong Provincial Enterprises Confederation and Guangdong Provincial Association of Entrepreneurs), China Top 500 Private Enterprises (All-China Federation of Industry and Commerce), Top 500 Chinese Companies (China Enterprise Confederation and China Enterprise Directors Association) or Fortune Global 500 Companies should provide photocopies of the ranking lists.

(II) Central Enterprises shall provide supporting materials regarding the shareholding structure as issued by market regulatory authorities.

(III) Companies with fixed asset investment reaching 1 billion yuan or 100 million US dollars shall provide a photocopy of the Filing Certificate of Corporate Investment Project in Guangdong Province.

IV. Application Materials for Recognition as Regional Headquarters of an International Organization (Institution)

Those that apply for regional headquarters of international organizations (institutions) shall provide the following materials:

(I) Photocopy of investment agreement signed with the sub-zone administration

(II) Application Form for Recognition as Regional Headquarters of an International Organization (Institution) (See Appendix 3)

(III) Photocopy of Registration Certificate for Resident Representative Offices of Enterprises from Foreign Countries (Regions)

(IV) Photocopy of the lease contract or the property ownership certificate of the office space (The floor area should be no less than 100 square meters.)

(V) List of members for the chambers of commerce, business associations and trade associations that the headquarters represents

(VI) Photocopy of the authorization letter appointing the headquarters as the only representative office operating in the Guangdong Province or beyond

(VII) Authenticity Commitment Letter

Appendix 2

Application Form for Recognition as Corporate Headquarters in Sanlongwan

Corporate Applicant (Corporate Seal) Date of Application: (yyyy/mm/dd)

Note: The form shall be submitted in quadruplicate.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| To be filled in by the applicant | | | | | | | | | | | |
| Corporate  Basic  Information | Name of Company | |  | | | | | | | | |
| Registered Address | |  | | | | | | | | |
| Main Businesses | |  | | Registration Time | | | | |  | |
| Total Investment | |  | | Unified Social Credit  Number | | | | |  | |
| Legal Representative | |  | | Paid-in Registered Capital | | | | |  | |
| Contact Person and Contact Information | |  | | | | | | | | |
| Industry | | □Manufacturing (General Manufacturing Industry) □Manufacturing (Strategic Emerging Industry)  □Finance □IT Services and Software  □Commercial Services, Scientific Research and Technical Services  □Other Industries in Line with Development Plan of Sanlongwan | | | | | | | | |
| Type of Application | | □Comprehensive Headquarters  □Functional Headquarters/Sales Center  □Functional Headquarters/R&D Center □Functional Headquarters/Operation Center | | | | | | | | |
| Where applying for direct recognition | | □Yes, please choose one of the following options  □Fortune Global 500 Companies  □Top 500 Chinese Companies  □ China Top 500 Private Enterprises  □Top 500 Chinese Service Companies  □Central Enterprise  □Fixed asset investment totals 1 billion RMB  □Fixed asset investment totals 100 million USD    □No | | | | | | | | |
| Where the corporate headquarter is newly-settled in the area | | □Yes. A commitment letter shall be provided.    □No. The information shall be filled in based on last year's figures. | | | | | | | | |
| □Revenue of Last Year □Promised Revenue  (10 thousand yuan) | |  | □Tax Contribution of Last Year  □Promised Tax Contribution (10 thousand yuan)  (Not Including Export Tax Rebate) | | |  | | | | |
| Application for Comprehensive Headquarters | Share (%) of subordinates and branches outside Foshan in Total Revenue (10 thousand yuan) | |  | Number of Holding Companies | |  | | Number of Holding Companies outside Foshan | | |  |
| Functional Headquarters/ Sales Center | Name of Parent Company | |  | | | | | Geographic Areas of Services | | |  |
| Authorization Period | |  | Products Authorized to be Sold | |  | | | | | |
| Functional Headquarters/ Operation Center | Name of Parent Company | |  | Authorized Functions | |  | | | Geographic Areas of Services | |  |
| Number of subordinates and branches | |  | Authorization Period | |  | | | | | |
| Functional Headquarters/ R&D Center | Name of Parent Company | |  | | | R&D Spending of Last Year (10 thousand yuan) | | |  | | |
| Number of Employees and R&D Professionals Employed | |  | Authorization Period | |  | | | Geographic Areas of Services | |  |
| To be filled in by the applicant | | | | | | | | | | | |
| Corporate  Declaration | The company complies with laws, regulations and code of conducts in its operations and has no record of violations. The organization (institution) affirms the commitment that all the information provided is factually true and takes full accountability for its declaration of being eligible for the recognition. For any failure to honor the commitment, the organization (institution) is willing to be held legally liable and have its application qualification canceled and supportive policies withdrawn.    Signature of Legal Representative:    (Corporate Seal) | | | | | | | | | | |
| To be filled in by the approval authorities | | | | | | | | | | | |
| Review Opinion by district bureaus of Management Committee of Foshan Sino-German Industrial Services Zone (Sanlongwan) | |  | | | | | | | | | |
| Expert Review Opinion | |  | | | | | | | | | |
| Review Opinion by Management Committee of Foshan Sino-German Industrial Services Zone (Sanlongwan) | |  | | | | | | | | | |

Appendix 3

Subordinate and Branch Information List

**Applicant (Corporate Seal):**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Name of**  **subordinate/branch** | **Registration Place** | **Ownership Percentage (%)** | **Main Businesses** | **Revenue of Last Year (10 thousand yuan)** |
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Note: 1. subordinates and branches refers to the subsidiaries or branches affiliated to the applying company.

2. The form shall be submitted in quadruplicate. Extra rows can be added to the form.

Appendix 4

Application Form for Recognition as Regional Headquarters of an International Organization (Institution)

Corporate Applicant (Corporate Seal) Date of Application:

(yyyy/mm/dd)

|  |  |  |
| --- | --- | --- |
| To be filled in by the applicant | | |
| Name of Institution: | Area of Administration: □National □Regional | |
| Unified Social Credit Number (or Registration Number): | | |
| Home Branch Bank: | Bank Account Number: | |
| Registered Address: | Chief Representative: | |
| Contact person: | Mobile Phone Number: | E-mail: |
| Name of Main Investor (Headquarters of Institution) |  | Registration Place of Headquarters |
| Number of Institutional Members of Organization (Institution)  (Please attach the list of the members) |  | |
| Number of companies that the Headquarters contacts and manages within the area of administration  (Please attach the list of the members) |  | |
| The legal representative of  the organization (institution) solemnly declares that, The organization (institution) complies with laws, regulations and code of conducts in its operation and has no record of violations. The organization (institution) affirms the commitment that all the information provided is factually true and takes full accountability for its declaration of being eligible for the recognition. For any failure to honor the commitment, the organization (institution) is willing to be held legally liable and have its application qualification canceled and supportive policies withdrawn.    Signature by Chief Representative:     (Corporate Seal)  (yyyy/mm/dd) | | |
|
| Review Opinions by Authorities in Charge | | |
| Review Opinion by district bureaus of Management Committee of Foshan Sino-German Industrial Services Zone (Sanlongwan):    (Corporate Seal)  (yyyy/mm/dd) | | |
|
|
| Expert Review Opinion: | | |
| Review Opinion by Management Committee of Foshan Sino-German Industrial Services Zone (Sanlongwan):  (Corporate Seal)  (yyyy/mm/dd) | | |
|
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Note: The form shall be submitted in quadruplicate.

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| --- | --- |
| Copies sent to: | Justice Bureau of Foshan Municipality |
| General Office of Foshan Sino-German Industrial Services Zone Management Committee | Issued on June 5, 2020 |