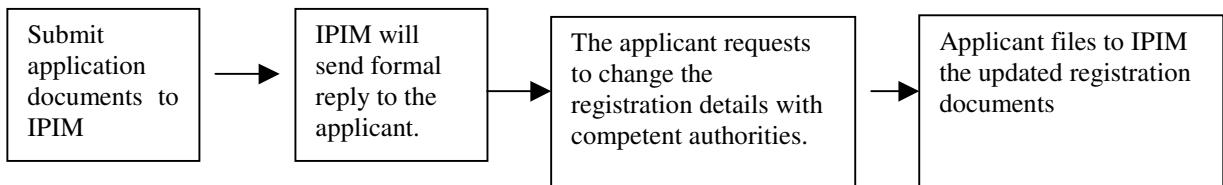


Procedures for application of Property Transfer Stamp Duty Exemption

Should the non-finance Macao offshore company need to apply for Property Transfer Stamp Duty Exemption, they have to apply with the Macao Trade and Investment Promotion Institute (IPIM) and follow the flowchart as shown below:



Basic Documents for Application with IPIM:

1. (Original) Application letter signed by eligible director(s) of the Macao Offshore Company which include the office area, existing and proposing number of staff for this office, whether it is independent commercial unit, etc; and a clause of declaration that this premises purchased under the name of the Macao Offshore Company is for physical business of the Company, and routine operations with full time staff..
2. (Photocopy) A letter of intention (買賣意向書) or preliminary purchasing contract (臨時買賣合約), or even the purchasing contract (買賣合約).
3. (Photocopy) Land Search certification.

Filing of Registration Documents:

Upon the approval from IPIM, the Macao offshore company will have to register with have to register with competent authorities (i.e. Commercial Registry, Finance Bureau), and to submit the registration documents to IPIM to complete the process. They include:-

4. The resolution to change company address;
5. A copy of M1 form (Finance Department) for change of address;
6. A company search paper (Registration document) from the Commercial Registry to certify such change.
7. A declaration from the Finance Department to certify for utilization of stamp duty.

Notes:

1. In order to meet the Stamp Duty Regulations and avoid any unnecessary bother (i.e. time constraint), please arrange this formal letter and submit to us with the documents as advised as above as soon as possible.