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FORM OF NOTICE MENTIONED IN SECTION 386AG(2)(a) OF COMPANIES ACT

Date of notice: [Date that the notice is sent]

Dear [Addressee],

We know or have reasonable grounds to believe that you are a registrable controller of [name of company or foreign company].

This notice is sent under section 386AG(2)(a) of the Companies Act (Cap. 50) and requires you to provide the following information within 30 days after the date of this notice. Please send your reply to [address of company or foreign company]. Failure to provide the information required by this notice may be an offence.

1. Are you a registrable controller of [name of company or foreign company]?

Your reply: Yes / No*

* Delete as appropriate. If your reply is yes and you are an individual, please provide the particulars in sub-paragraph (a). If your reply is yes and you are a legal entity, please provide the particulars in sub-paragraph (b).

(a) If your reply is yes and you are an individual, please provide the following particulars:

- (i) your full name:
- (ii) your aliases, if any:
- (iii) your residential address:
- (iv) your nationality:
- (v) your identity card number or passport number:
- (vi) your date of birth:
- (vii) the date on which you became an individual controller of [name of company or foreign company]:

(b) If your reply is yes and you are a legal entity, please provide the following particulars:

- (i) your name:
- (ii) your unique entity number issued by the Registrar, if any:
- (iii) the address of your registered office:
- (iv) your legal form:
- (v) the jurisdiction where, and statute under which, you are formed or incorporated:

(vi) the name of the corporate entity register of the jurisdiction in which you are formed or incorporated, if applicable:

(vii) the identification number or registration number on the corporate entity register of the jurisdiction where you are formed or incorporated, if applicable:

(viii) the date on which you became a corporate controller of [name of company or foreign company]:

2. Do you know or have reasonable grounds to believe that any other person is a registrable controller of [name of company or foreign company] or is likely to have that knowledge?

Your reply: Yes / No*

* Delete as appropriate. If your reply is yes and the person is an individual, please provide the particulars in sub-paragraph (a). If your reply is yes and the person is a legal entity, please provide the particulars in sub-paragraph (b).

(a) If your reply is yes and the person is an individual, please provide the following particulars to the best of your knowledge:

(i) the person's full name:

(ii) the person's aliases, if any:

(iii) the person's residential address:

(iv) the person's nationality:

(v) the person's identity card number or passport number:

(vi) the person's date of birth:

(vii) the date on which the person became an individual controller of [name of company or foreign company]:

(b) If your reply is yes and the person is a legal entity, please provide the following particulars to the best of your knowledge:

(i) the person's name:

(ii) the person's unique entity number issued by the Registrar, if any:

(iii) the address of the person's registered office:

(iv) the person's legal form:

(v) the jurisdiction where, and the statute under which, the person is formed or incorporated:

(vi) the name of the corporate entity register of the jurisdiction in which the person is formed or incorporated, if applicable:

(vii) the identification number or registration number on the corporate entity register of the jurisdiction where the person is formed or incorporated, if applicable:

(viii) the date on which the person became a corporate controller of [name of company or foreign company]:

In this notice —

“controller”, “corporate controller”, “individual controller” and “legal entity” have the meanings given to them in section 386AB of the Companies Act;

“identity card” has the meaning given to it in section 2(1) of the National Registration Act (Cap. 201);

“registrable” has the meaning given to it in section 386AC of the Companies Act.

Yours sincerely,

[Name of director, secretary or authorised representative of the company or foreign company]

Director / Secretary / Authorised representative*

* Delete as appropriate

[Name of company or foreign company]

FORM OF NOTICE MENTIONED IN SECTION 386AG(2)(b) OF COMPANIES ACT

Date of notice: [Date that the notice is sent]

Dear [Addressee],

We know or have reasonable grounds to believe that you know or have reasonable grounds to know the identity of a person who is a registrable controller of [name of company or foreign company] or is likely to have that knowledge.

This notice is sent under section 386AG(2)(b) of the Companies Act (Cap. 50) and requires you to provide the following information within 30 days after the date of this notice. Please send your reply to [address of company or foreign company]. Failure to provide the information required by this notice may be an offence.

If you are a registrable controller of [name of company or foreign company], please notify [name of company or foreign company] that you are a registrable controller and provide your particulars to the [name of company or foreign company], as required under section 386AJ of the Companies Act.

1. Do you know or have reasonable grounds to believe that any other person is a registrable controller of [name of company or foreign company] or is likely to have that knowledge?

Your reply: Yes / No*

* Delete as appropriate. If your reply is yes and the person is an individual, please provide the particulars in sub-paragraph (a). If your reply is yes and the person is a legal entity, please provide the particulars in sub-paragraph (b).

(a) If your reply is yes and the person is an individual, please provide the following particulars to the best of your knowledge:

- (i) the person's full name:
- (ii) the person's aliases, if any:
- (iii) the person's residential address:
- (iv) the person's nationality:
- (v) the person's identity card number or passport number:
- (vi) the person's date of birth:
- (vii) the date on which the person became an individual controller of [name of company or foreign company]:

(b) If your reply is yes and the person is a legal entity, please provide the following particulars to the best of your knowledge:

- (i) the person's name:
- (ii) the person's unique entity number issued by the Registrar, if any:
- (iii) the address of the person's registered office:
- (iv) the person's legal form:
- (v) the jurisdiction where, and statute under which, the person is formed or incorporated:
- (vi) the name of the corporate entity register of the jurisdiction where the person is formed incorporated, if applicable:
- (vii) the identification number or registration number on the corporate entity register of the jurisdiction where the person is formed or incorporated, if applicable:
- (viii) the date on which the person became a corporate controller of [name of company or foreign company]:

In this notice —

“controller”, “corporate controller”, “individual controller” and “legal entity” have the meanings given to them in section 386AB of the Companies Act;

“identity card” has the meaning given to it in section 2(1) of the National Registration Act (Cap. 201);

“registrable” has the meaning given to it in section 386AC of the Companies Act.

Yours sincerely,

[Name of director, secretary or authorised representative of the company or foreign company]

Director / Secretary / Authorised representative*

* Delete as appropriate

[Name of company or foreign company]