

**CHECKLIST FOR
APPLICATION FOR PRINCIPAL HUB INCENTIVE
AND/OR EXPATRIATE POSTS**

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|--|--------------------------|
| 1. Three sets of Application Form | <input type="checkbox"/> |
| 2. Certificate of Incorporation | <input type="checkbox"/> |
| 3. Form 24 (return of Allotment of Shares) | <input type="checkbox"/> |
| 4. Form 49 (Particulars of Directors) | <input type="checkbox"/> |
| 5. Latest Annual Report of the Company | <input type="checkbox"/> |
| 6. Detailed explanation of proposed qualifying services /
Strategic services / Business Services / Shared Services
(as per Appendix I) | <input type="checkbox"/> |
| 7. Proposed organization chart of the Principal Hub | <input type="checkbox"/> |
| 8. Group Corporate Structure | <input type="checkbox"/> |
| 9. A copy Manufacturing License or other MITI/MIDA
approvals of affiliated/related companies | <input type="checkbox"/> |
| 10. Flow chart of the products in terms of procurement &
sales (if relevant) and flow of funds for all income derived | <input type="checkbox"/> |
| 11. Brochure / pamphlet of company | <input type="checkbox"/> |
| 12. Details of Expatriate Post/s (as per Appendix II) | <input type="checkbox"/> |
| 13. Contractual Agreements for Network companies
(subsidiaries/branches/ joint ventures/ franchise or any
Other company related to applicants' supply chain and
business) | <input type="checkbox"/> |