



Whichever method of payment you choose, you must fill in the order form below. If you have any questions or if you wish to enquire about products not listed, please contact us:

- 1 by email : sales@amedia-consultants-brazil.com
- 2 by phone : +44 203 445 0207 (from the UK)
+55 213 956 1455 (from other countries)
- 3 by fax : +55 113 230 1296



CAUTION

Company names can be rejected; do not make any commercial transactions before you have received the notification of registration from us!

Client details (you will be our official contact)

Your Name	Your Surname
Email	Telephone 1
Telephone 2	Fax

Your company in Brazil

Choose 3 company names, in order of preference

Proposed names: names will be processed in order of preference and in case of a conflict with an existing name, you will be contacted. (Make three proposals in order of preference; the first available choice will be retained)

The name of your company must be followed by "ltd." or "Limited": specify

- 1
- 2
- 3

What will be the main activity of the company?

In which countries?

Capital of your company

The total capital will be 10,000 BRL, but you can specify a lower or higher amount

Value of each share Total share capital



Director(s) and/or Shareholder(s)

IMPORTANT

! CAUTION

- **At least 1 Director and 2 Shareholders are required.**
- **The Director has to be a resident in Brazil.**

If it is not the case, please specify your situation in the following table and fulfil the block Director-Shareholder Amedia (next page, at the bottom):

Your situation:

▶ **You don't have 1 Director resident in Brazil and you do not have 2 Shareholders**

Select the option **Director-Shareholder Amedia** in the menu 'Function'.

(Later, you can easily change the Director if one of your employees gets a Brazilian visa).
Furthermore, Amedia participates in 1% of the share capital as a trust - on our behalf - and as a second Shareholder.

▶ **You do not have 1 Director resident in Brazil but you have 2 Shareholders**

Select the option **Director** in the menu 'Function'.

(Later, you can easily change the Director if one of your employees gets a Brazilian visa).

▶ **You only need 1 Shareholder**

Select the option **Shareholder** in the menu 'Function'

Amedia participates in 1% of the share capital as a trust - on our behalf - and as a second Shareholder.



Director(s) and/or Shareholder(s)

Documents required by the Directors AND the Shareholders:

! CAUTION

1. A copy of the passport or the ID
2. A proof of address from less than 3 months old: any kind of bills (except mobile), rent bill, tax declaration...

DIRECTOR / SHAREHOLDER 1

Function CPF - Tax identification num. RNE - Foreigner identification num.

Number of shares Nationality

Civility Name Surname

Address Postal Code City Country

DIRECTOR / SHAREHOLDER 2

Function CPF - Tax identification num. RNE - Foreigner identification num.

Number of shares Nationality

Civility Name Surname

Address Postal Code City Country

DIRECTOR / SHAREHOLDER AMEDIA

(If you do not have 1 Director resident in Brazil or if you need 1 Shareholder)

Function:

Director

Director-Shareholder

Shareholder

Number of shares: 1% of capital

No. and Street Postal Code City Country

63 Rua Dom Gerardo, sala 1209 20090-030 - Centro Rio de Janeiro Brazil

To add more Shareholders, you will find attached an annex to fulfil



Registered address

You can choose to register your company directly in our office or fill in the address of your choice:

Our offices in Rio de Janeiro

Our offices in São Paulo

Address of your choice

If you select the option address of your choice, please complete the following information:

No. and Street

Postal Code

City

Country

Additional services

Register your brand at the National Institute of Industrial Property***	from 1375 BRL
Registered address for a Service Company (In the case of an import-export company, please contact us)	from 3000 BRL / year
Resident Brazilian Director (Administrator)	from 1250 BRL (quarterly invoice)
Tax representative for Shareholders	from 750 BRL / year
Accounting Services Small Business	from 600 to 750 BRL / month (depending on the volume)



How to confirm your order?

- 1 Fulfill and send this form by email to the following address:
sales@amedia-consultants-brazil.com or by fax at +55 113 230 1296.
- 2 Make payment by specifying the name of your company so we can identify it.
- 3 You must send us a proof of your bank transfer order or a screen shot by email or by fax.
- 4 Send us a copy of your passport (by email or fax). The 28 characters have to appear. If you do not possess one, please contact us.

As soon as we receive these documents, we will process your company formation.

Payment by Bank transfer

For bank transfer, please fill in the name of your company so that we can identify you.

From Brazil

CAIXA ECONOMICA FEDERAL
Av. Nossa Senhora de Copacabana 861
RIO DE JANEIRO, BRAZIL

Bank No.: 104 Agencia: 212
Op: 3
Account: 1161-1

From outside Brazil

HSBC BANK, PLC
LONDON

ACCOUNT IN EUROS (€)
Account : 58401481
IBAN : GB63 MIDL 4005 1558 4014 81
BIC ou SWIFT : MIDLGB22

ACCOUNT IN POUNDS (£)
Account: 71545701
Sort : 40 07 13
IBAN : GB05 MIDL 4007 1371 5457 01
BIC ou SWIFT : MIDLGB2110D

Payment by credit card

From the UK, please contact us at: **+44 203 445 0207** to make your payment by credit card.

From other countries, please contact us at: **+55 213 956 1455**.

Payment by Paypal

You can also pay by Paypal. You will be able to pay more than 750 € if your account has previously been validated by Paypal. Payment by Paypal includes an additional cost of 3.5%.

Account Paypal: paypal@amedia.com



Director(s) and/or Shareholder(s)

DIRECTOR / SHAREHOLDER 3

Function CPF - Tax identification num. RNE - Foreigner identification num.

Number of shares Nationality

Civility Name Surname

Address Postal Code City Country

DIRECTOR / SHAREHOLDER 4

Function CPF - Tax identification num. RNE - Foreigner identification num.

Number of shares Nationality

Civility Name Surname

Address Postal Code City Country

DIRECTOR / SHAREHOLDER AMEDIA

(If you do not have 1 Director resident in Brazil or if you need 1 Shareholder)

Function:

Director

Director-Shareholder

Shareholder

Number of shares: 1% of capital

No. and Street

63 Rua Dom Gerardo, sala 1209

Postal Code

20090-030 - Centro

City

Rio de Janeiro

Country

Brazil