



BoardRoom
Smart Business Solutions

Corporate Secretarial

Your success is our goal.

We take businesses further, faster with an integrated suite of corporate solutions driven by innovation and technology.



Why outsource your corporate secretarial functions?

The pressure of adapting to the ever-evolving schedule of corporate legislative requirements can be overwhelming. Outsourcing your corporate secretarial functions relieves your in-house team of time-consuming corporate compliance activities. Here's how our professional team of corporate services experts can help.



Streamline your operations

- Extensive range of corporate services under one roof
- Experienced, reliable, qualified and knowledgeable teams



Reduce administrative burden

- Free up resources to focus on strategic activities
- Decision-makers can focus on growth and profitability



Ensure local and cross-border compliance

- Specialist expertise and experience across multiple APAC jurisdictions
- Reduce your risk of non-compliance with specialist local and regional teams
- Proven track record in helping large multinational corporations PLCs, fast-growing SMEs, startups and small private firms to stay compliant

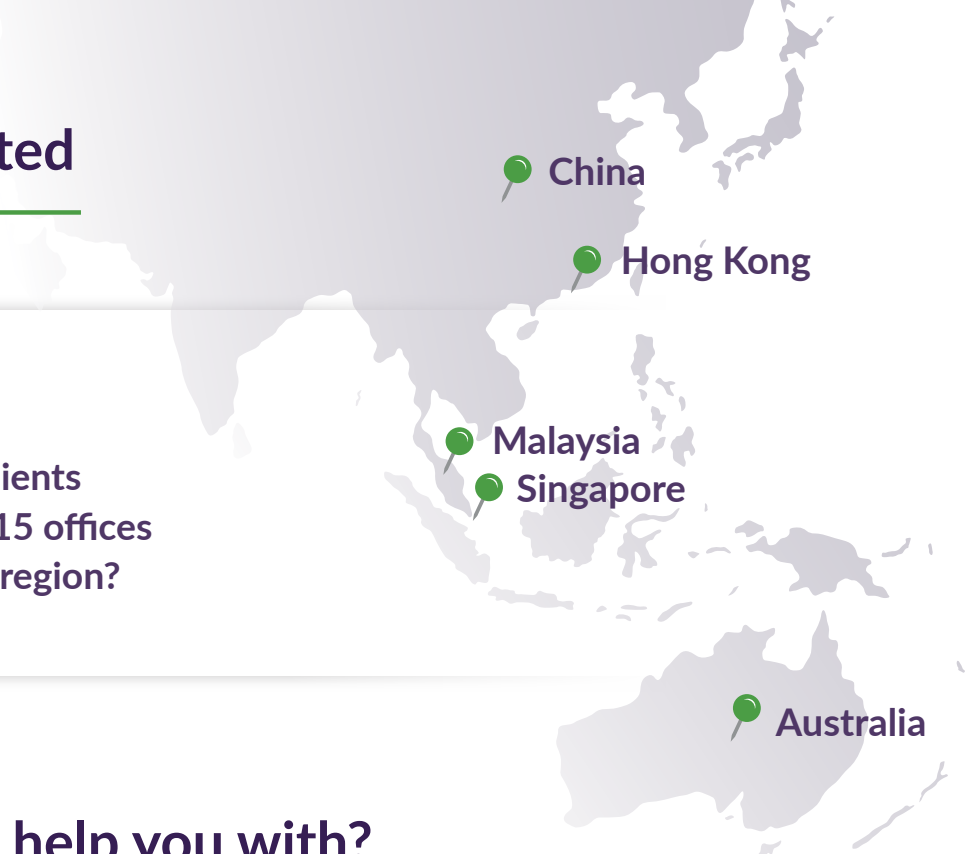




Our Corporate Secretarial Services

- New Company Registration and Incorporation Advisory for private limited companies, public company enterprises, limited liability partnerships, trust bodies and non-profit organisations
- Foreign Company Registration in APAC countries
- Provision of Company Officers, including:
 - Named Company Secretary or Joint Company Secretaries
 - Authorised Representative
 - Nominee Directors
 - Nominee Shareholders
 - Nominee Local Agents
- Escrow and Process Agency Services (in selected countries)
- Preparation, documentation and attendance for board, board committee and shareholder meetings
- Statutory and Regulatory Compliance Advisory and Reporting to relevant authorities and stock exchanges
- Minutes/Resolutions & Statutory Registers and Maintenance
- Advisory and Application for residency, employment and dependant passes
- Corporate and Corporate Governance Health Checks and Advisory
- Non-Routine and Ad Hoc Corporate Transactions and Actions, and other Regulatory Compliance requirements
- Corporate Restructuring, Striking Off and Company Liquidation Services

Where we're located



Did you know?

We have over 7,300 clients across the globe, and 15 offices throughout the APAC region?

What else can we help you with?

BoardRoom is the leading corporate and advisory service provider in the region, with a proven track record of over 50 years. We specialise in providing accurate, prompt and reliable corporate solutions for every element of your business, including:



Share Registry



Regional Payroll



Global Accounting & Tax



Employee Share Plans



Get in touch with us today to take your business further, faster.

Scan to learn more about our services

www.boardroomlimited.com

China
+86-21-6375 8100
info.cn@boardroomlimited.com

Australia
1300 737 760 (in Australia)
+61 2 9290 9600 (International)
info.au@boardroomlimited.com

Singapore
+65-6536 5355
info.sg@boardroomlimited.com

Malaysia
+60-3-7890 4800
info.my@boardroomlimited.com

Hong Kong
+852-2598 5234
info.hk@boardroomlimited.com