



INDONESIA  
CLEARING  
HOUSE

# INDONESIA CLEARING HOUSE (ICH)

MEMBERSHIP  
APPLICATION  
FORM

## Section 1: Applicant's Summary

We hereby apply for the above category of membership of the Indonesia Clearing House (ICH) We declare that the information provided in or attached with this application, is true and complete to the best of our knowledge. If there is any changes regarding the data that we have given, we will immediately report it to ICH and seek to rectify it within seven (7) business days.

We acknowledge and agree to accept the Rules and Regulations of ICH and understand that if any information or documentation we have given in this application are false, misleading or intentionally incomplete, our membership will be suspended and we may be liable for legal action as a consequence of such actions.

Stamp Duty

**Director**

**Director**

---

**Date**





### Section 3: Documents Requirement

**The list below is accompanied by notes in the Section 4 : Attachments.**

1. Certificate of Incorporation and the Amendment.
2. Financial Statements of Company (Audited).
3. Company Profile.
4. Shareholder Information.
5. Information about the company and related parties.
  - Company Registration
  - Organization Structure
6. Details list of Directors and other key officers.
  - CV's of Board Director
  - Copy of Identification (Passport, etc.)
7. Company Business License, Tax Registration Number, Registered Import/Export License.
8. Undertaking Letter of Clearing Membership.

## Section 4: Attachments

**Item (1) to (4) must be certified by the Director of Company as stated in the Articles of Association.**

1. Company Organizational Documents that has been certified by the Authority Institution of The Country (e.g. Certificate of Incorporation, Memorandum of Association, Articles of Incorporation, Articles of Association, Board of Resolution).

**(Marked as “ Attachment A ”)**

---

2. Most recent Audited Financial Statement that Financial statement of the company and the holding company that has been audited by public accountant. If an Audited Financial Statement is not available, please submit most recent financial statement indicating the assets, liabilities, and capital of the company or a recent tax return filing.

**(Marked as “ Attachment B ”)**

---

3. Company Profile, Organization Structure or Organizational Chart and Organization’s shares ownership including percentages of ownership.
  - a. Provide list of individual shareholders and company shareholders

**Indicate if any of the shareholders or partners of the company are:**

- i. as spouse, father, mother, son or daughter of another shareholder or partner.
  - ii. as a holding company, or subsidiary, or fellow subsidiary of a holding company of another shareholder’s company.
- b. If the corporation is a holding company or subsidiary company, provide a chart showing the group of companies as well as the type of business that are related.
  - c. State the name of any persons who physically or morally have the control in the Company, together with their identification and position in every company, wherever applicable.

**(Marked as “ Attachment C ”)**

---

4. Details on Board of Directors or Authorized Signor and other Key Officers.

A list of the Company’s Board of Directors or Authorized Signor, Partners, Key Officers, and their personal details including:

- Names;
- CVs;
- Passport Size Photographs of Board of Directors or Authorized Signor (4x6) 4 copies each;
- Tax Registration Number;
- Residential address (including a certified copy of a utility bill);
- Nationality (as on passport);
- Employment history for the past 5 years;
- Highest qualifications;
- Records of any offences committed (if any) ;
- Shareholding in the Company or any related entity;
- Significant interests in other companies, and other directorships and / or partnerships held.

**(Marked as “ Attachment D ”)**

---

5. Company Business License, Tax Registration Number, Registered Import/Export License.

**(Marked as “ Attachment E ”)**

---