

Documents Required for Registration of a Branch in Iran

- 1- Appointment document of the (chief) representative of the resident representative office;
- 2- Statute of the mother composing the list of authority of the representative company;
- 3- Company's Business registration certificate;
- 4- Announcement of establishment of company's;
- 5- The identity document of company's members and resident representative;
- 6- The latest balance sheet of the company;
- 7- The minute of the latest changes in the company;
- 8- The Company's application of establishing a branch in Iran;
- 9- A report of explanation including :
 - Providing information about company activitie
 - Explanation about reasons and necessity of branch registration in Iran
 - Explanation about branch scope of work and it's authority
 - Estimation of number of Iranian and foreigner personnel and staffs
 - Explanation about providing financial resources for branch
- 10-Gazette;
- 11-Gazette and minute that express the decision of Board of Directors about having a branch in Iran
- 12-Declaration of branch registration
- 13-Recognizance on termination of branch activities if authorities waiver certificates.