**The document list to setup a Subsidiary Company (Parent and Child)**

**To Incorporate the new company (the Subsidiary)**, could you please provide us the following Information:  
  
1. Tentative Name of the new company  
  
2. Physical Address of the new company  
  
3. Name of the register  
  
4. Address of the register  
  
5. Nature of your business  
  
6. Information of Responsible Party (new company's officers/shareholders): Name, SSN, Home Address  
  
7. Tentative Business Start Date  
  
8. Tentative number of employees and date of fist payroll  
  
  
**To prepare the documents for parent-subsidiary connection**, could you please provide us the following information:  
  
------------------------ **Parent (China) Side** ---------------------------  
  
1. Firm Name of the parent company in China  
  
2. Firm Address of the parent company in China  
  
3. Nature of Business of the parent company in China  
  
4. Name of President of the parent company in China  
  
5. Length of time in position of the President of the parent company in China  
  
6. Business Telephone Number of the parent company in China  
  
7. Number of Shares the subsidiary company intends to issue  
  
------------------------ **Subsidiary (U.S.) Side** ---------------------------  
  
1. Estimated Total Investment Amount  
  
2. Initial Investment Amount from the Founders; Names of the Founders  
  
3. Estimated Amount of Investment from the Parent Company  
  
4. Names of Officers of the Subsidiary Company  
  
5. Brief Business Plan of the Subsidiary Company: Product Description, Target Customers, Marketing Strategy, Estimated Break-Even Points and etc.