

**OFFICE OF THE SECRETARY
DEPARTMENT OF ECONOMIC AFFAIRS
FEDERATED STATES OF MICRONESIA NATIONAL GOVERNMENT
P.O. BOX PS-12
PALIKIR, POHNPEI 96941
PHONE: (691) 320-2646/5133/2620
FAX: (691) 320-5854
E-Mail: fsmrd@mail.fm**

FOREIGN INVESTMENT ANNUAL REPORT AND RENEWAL

FOR FISCAL YEAR: _____

{ *Official Use Only* }
{ *Date Received:* _____ }
{ *Renewal No.:* _____ }

Date Prepared: _____

Economic Sector: _____

This is to be completed fully by any holder of FSM Foreign Investment Permit as required by Chapter 2, 32 FSMC, as amended. File it at the Office of the Secretary, FSM Department of Economic Affairs and attach US\$50.00 nonrefundable annual fee payable to the Secretary. Additional pages may be attached.

SECTION A - GENERAL

1. Name of Business: _____
Address: _____
Telephone No: _____ Fax: _____

2. Permit No.: _____ Date of Issuance: _____

3. Registered Agent in the FSM: _____
Position: _____

4. Date business operation began: _____

5. State in which the Business is conducted:

<u>STATE</u>	<u>LOCATION</u>
Chuuk ()	_____
Kosrae ()	_____
Pohnpei ()	_____
Yap ()	_____

6. Current percentage ownership held by FSM citizens: _____

7. Economic Sector / Type of Business: _____
Products Manufactured/Services Provided: _____

8. Did you file a **"Report"** for last year? Yes () No ()

If "No", explain why: _____

9. Name of your Banks: _____

10. Membership in the Chamber of Commerce: Yes () No ()
If "Yes" state address: _____

SECTION B - FOR ALL ORGANIZATIONS

1. Form of Organization:

- (a) Sole Proprietorship ()
- (b) Partnership: ()
- (c) Foreign Corporation: ()
- (d) Joint Venture (FSM & Foreign) ()
- (e) FSM Corporation ()
- (f) Non-Profit Corporation ()

2. Date of Incorporation/registration: _____

3. Names and Addresses of Sole Proprietors, Partners/Board of Directors:

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____
- f) _____
- g) _____
- h) _____
- i) _____
- j) _____

Principal Personnel:

- a) _____
- b) _____
- c) _____
- d) _____

4. Capitalization:

a) Authorized Capital:
Foreign Amount %: _____
Local Amount %: _____
Total Amount %: _____

b) Paid Up Capital:
Foreign/Amount %: _____
Local/Amount %: _____
Total Amount %: _____

c) Do you intend promoting unsold shares? Yes () No ()
If "Yes", how? _____

c) List of Names and Amounts of Shareholding: (attach list if necessary)

	<u>Name</u>	<u>Amount</u>
1)	_____	_____
2)	_____	_____
3)	_____	_____
4)	_____	_____
5)	_____	_____

d) State any Dividend Payments during the last years:

Year	Rate	Amount Paid
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

f) List any Equity Investment during the year: Amount: _____
Place/Project: _____

g) State total Assets for the Corporation as at the end of Reporting Period:

SECTION C - MANPOWER UTILIZATION (This should be filled by all enterprises).

1. Number of Employees:

	<u>Nos. of FSM</u>	<u>Nos. of Foreigner</u>	<u>Total</u>
a) Executive/Managerial	_____	_____	_____
b) Clerical/Office	_____	_____	_____
c) Skilled	_____	_____	_____
d) Unskilled	_____	_____	_____
e) Other (Specify)	_____	_____	_____

2. Indicate the Highest/Lowest Wages paid:

	<u>FSM</u>	<u>Foreigner</u>
Highest Wage: _____ Rate/Hour: _____	()	()
Lowest Wage: _____ Rate/Hour: _____	()	()

3. Indicate the Manpower growth during the Reporting period:

Beginning of Year: _____
End of Report Period: _____

4. Indicate any Training offered to the staff during the year: Please specify and attach separate sheet if necessary. _____

5. What training needs exist in your Corporation?: _____

How do you plan to accomplish it?: _____

6. Category of Employees:

- a) Permanent Regular _____
- b) Temporary _____
- c) Piecerate _____
- d) Other _____
- e) Total _____

SECTION D - MARKETING (Sales) (For all Enterprises).

1. Total Sales during the Report Period:

	No. of Units (Products/Services)	Total Value (\$)
a)	_____	_____
b)	_____	_____
c)	_____	_____
d)	_____	_____
e)	_____	_____

2. Last Year Sales:

	No. of Units (Products/Services)	Total Value (\$)
a)	_____	_____
b)	_____	_____
c)	_____	_____
d)	_____	_____
e)	_____	_____

(add additional sheets if needed)

3. Indicate the Value of Imported/Local Sales:

Imported: _____
Local: _____

4. What Steps have been taken to increase local sales or substitute imports?

5. External Trade:

- a) Indicate Principal Export Items: _____
- b) Total Export Value of Reporting Period: _____
- c) Exported to: _____

SECTION E - FINANCIAL STATEMENT (For all Enterprises).

Please provide the following:

1. Financial Statement (including Balance Sheet and Income Statement for the reporting period).
2. Provide Audited Statements and Reports:
3. Total Working Capital during the Year.
4. Annual Taxes paid.
5. Indicate any long-term borrowing.

SECTION F - PROBLEM ASSESSMENT

1. Indicate any Constraints, Problems, etc., that affected your business enterprise during the reporting period:

2. What other prospects exist to diversify your business:

3. What is your future business plan:

4. Other comments or suggestions

WE HEREBY CERTIFY THAT NONE IS A MINOR OR AN INCOMPETENT PERSON.

WE FURTHER CERTIFY THAT ALL OF THE ANSWERS MADE IN THIS STATEMENT ARE TRUE, COMPLETE AND CORRECT TO THE BEST OF OUR KNOWLEDGE.

By: _____

By: _____

Date: _____

Date: _____

By: _____

By: _____

Date: _____

Date: _____

THIS STATEMENT MUST BE SIGNED BY ALL SHAREHOLDERS IN THE COMPANY AND ACKNOWLEDGED BEFORE A NOTARY PUBLIC, CLERK OF COURTS OR OTHER PERSON AUTHORIZED TO TAKE ACKNOWLEDGEMENT.

ACKNOWLEDGEMENT

Personally appeared before me the above name(s) _____, _____, _____, persons who executed the foregoing instrument and acknowledged to me that they executed the same as their free act and deed.

Subscribed and sworn to before me this _____ day of _____, _____.

Signature

Notary Public in and for

My Commission expires on the _____ day of _____, 20____