

Changes regarding a German Limited Liability Company (GmbH / UG)

The following checklist facilitates the efficient preparation for the upcoming notarisation. We therefore kindly ask you to complete the list as far as possible and submit it to us. Of course we are available for any further questions or personal assistance. We thank you in advance for contacting Schwab | Weiler | Notare and look forward to our further cooperation.

Company	
Company Name	
Legal Seat	
Commercial Register	Local Court of
Register No.	
Company's Address	
Lawyer / Tax Consultant involved	

Appointment of new Managing Directors	Managing Director 1	Managing Director 2	Managing Director 3
First Names, Name			
Maiden Name			
Date of Birth			
Street, No.			
ZIP Code, Place			
Power of Representation	<input type="checkbox"/> solely <input type="checkbox"/> jointly with another managing director	<input type="checkbox"/> solely <input type="checkbox"/> jointly with another managing director	<input type="checkbox"/> solely <input type="checkbox"/> jointly with another managing director
Prohibition of Self-dealing	<input type="checkbox"/> release <input type="checkbox"/> no release	<input type="checkbox"/> release <input type="checkbox"/> no release	<input type="checkbox"/> release <input type="checkbox"/> no release

Dismissal of Managing Directors	Managing Director 1	Managing Director 2	Managing Director 3
First Names, Name			
Maiden Name			
Date of Birth			
Street, No.			
ZIP Code, Place			
Form of Termination	<input type="checkbox"/> dismissal <input type="checkbox"/> resignation	<input type="checkbox"/> dismissal <input type="checkbox"/> resignation	<input type="checkbox"/> dismissal <input type="checkbox"/> resignation

Amendment of Articles of Association	
New Company Name	
New Legal Seat (Town/City)	
New Company's Address (Street, No., ZIP Code, Place)	
New Purpose of Enterprise	
Others	

Capital Increase	Increase to		Euro
	(New) Shareholder 1	(New) Shareholder 2	(New) Shareholder 3
First Names, Name			
Maiden Name			
Date of Birth			
Street, No.			
ZIP Code, Place			
Nominal Amount of issued Shares	Euro	Euro	Euro

Liquidation	Liquidation as of (<i>Date</i>)			
	Liquidator 1		Liquidator 2	
First Names, Name				
Maiden Name				
Date of Birth				
Street, No.				
ZIP Code, Place				
Power of Representation	<input type="checkbox"/> solely	<input type="checkbox"/> jointly	<input type="checkbox"/> solely	<input type="checkbox"/> jointly
Prohibition of Self-dealing	<input type="checkbox"/> release	<input type="checkbox"/> no release	<input type="checkbox"/> release	<input type="checkbox"/> no release

Please prepare
<input type="checkbox"/> shareholders' resolution <input type="checkbox"/> application to commercial register <input type="checkbox"/> letter of resignation

Attached you receive
<input type="checkbox"/> shareholders' resolution <input type="checkbox"/> letter of resignation (including proof of receipt)

Draft
<input type="checkbox"/> Post <input type="checkbox"/> Fax <input type="checkbox"/> E-Mail <input type="checkbox"/> Pick-up

Preferred Appointment Date