

# NOTICE

Pursuant to **Public Law 27-57, Section 4304** was added to **Article 3, Chapter 4, Part 1, Title 18, Guam Code Annotated. Section 4304** requires all **Domestic (Guam)** and **Foreign (Off-Island)** Corporations to submit an **Annual Report** to the Director of Revenue and Taxation between **July 1<sup>st</sup>** and **September 1<sup>st</sup>**, of the year following the calendar year in which a Domestic corporation was incorporated/chartered, or in the case of a Foreign corporation was authorized/admitted to transact business in Guam.

The **Sworn Annual Report** must set forth the following:

1. The Name of the Corporation and the state or country under whose law it is incorporated.
2. The Date of incorporation or, if a foreign corporation, the date on which it was authorized to transact business on Guam.
3. Where the corporation is required by law to have a registered office and registered agent on Guam, the street address of its registered office of the corporation on Guam, and the name of its registered agent on Guam at that address. **(NOTE: Section 7109(5) Chapter 7, Title 18 GCA**, states that if the current registered agent is to be changed, the name of its new registered agent and the new agents' written consent, either on the statement or attached to it, or in the corporation's next annual report filed with the Director).
4. The Address of its principal office.
5. The Names and Business Addresses of the corporation's Directors and Principal Officers.
6. A brief statement of the character of the business in which the corporation is actually transacting on Guam.
7. The Aggregate Number of Shares which the corporation has authority to issue, itemized by class, par value of shares, shares without par value, and series, if any, within each class.
8. The Aggregate Number of issued and outstanding shares, itemized by class, par value of shares, shares without par value, and series, if any within each class.
9. If the Domestic or Foreign corporation has less than fifteen (15) shareholders, for each shareholder, state the name, citizenship, and the number and class or series of shares held.

The **filing fee** for the **Annual Report** shall be **One Hundred Dollars (\$100.00)**. Failure to comply within **Sixty (60) days** after it is due, shall be subject to **dissolution** or **cancellation** of its **Incorporation Certificate** and **Certificate of Authority** to transact business. If the Annual Report is submitted prior to the revocation (dissolution or cancellation), the Director shall assess the sum of **Fifty Dollars (\$50.00)** in addition to the filing fee of **One Hundred Dollars (\$100.00)**.

**PLEASE NOTE:** Every Foreign Corporation which has a **Foreign Corporation License and a Certificate of Registration** on the effective date of this *Act* is subject to this *Act*, but is not required to obtain a new certificate of authority to transact business under this *Act* until it submits its **First Annual Report** as required by the *Act*.

# GUAM ANNUAL REPORT

for

\_\_\_\_\_

\_\_\_\_\_ incorporated under the laws of the state of \_\_\_\_\_ or of the country \_\_\_\_\_;

The date of incorporation is (if chartered in Guam): \_\_\_\_\_ or the date the corporation (if a foreign corporation) was authorized to transact business in Guam: \_\_\_\_\_.

The registered office of the corporation is Guam if any is:

\_\_\_\_\_  
(Street address)  
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and the registered agent in Guam is \_\_\_\_\_

The address of the Principal Office is \_\_\_\_\_  
\_\_\_\_\_

The names and business addresses of the corporation's directors and principal officers are as follows:

Name	Title	Business address
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

A brief statement of the character of the business in which the corporation is actually transacting on Guam is as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



I, \_\_\_\_\_, being duly sworn, depose and say that I am the President  
or \_\_\_\_\_ Treasurer or \_\_\_\_\_ Secretary of  
\_\_\_\_\_ and

That this annual report and the information set forth herein is true and correct to the best of my  
information, knowledge and belief.

\_\_\_\_\_  
(Signature)

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 2004.

Notary Public \_\_\_\_\_  
State of \_\_\_\_\_  
My Commission expires \_\_\_\_\_