

1. [Last name], [First name]

[Last name], [First name]
[Street address]
[Zip code] [City]

Questions in this survey should be answered for the period January 1 to December 31, otherwise specified.

**The survey is accompanied by a user guide
(URL: <http://www.ecrforum.org/registry-bench-marking/>)**

When answering the survey, please note that in some questions a distinction is made business registry and the organisation in charge of running it. In some jurisdictions, those same. If that is the case then please point this out in your answers to questions 1 and 3, following questions accordingly.

How to fill in the paper survey

Below you can see how you mark an answer option in the check boxes, and how you change a selection.

- The answer option has been marked correctly
- The answer option has been marked incorrectly, the cross must be in the middle of the box
- The answer option has been marked incorrectly, the cross is too strong
- Changed selection, the answer option will not be counted as being marked



1. What is the name of your business registry?

2. Please provide a link to your business registry's website (URL).

3. What is the name of the organisation that runs your business registry?

Legal and Institutional Settings

These questions refer to the chapter of 'Legal and Institutional Settings' which focuses on general information as to the types of entities formed or registered within the different business registries.

4. Who operates your business registry?

- Government
- Court of Justice
- Chamber of Commerce
- Privately owned company
- Public-Private partnership
- If other, please specify

What do we mean by 'operates a business registry'?

The organisation responsible for the day-to-day management of the business registry is who operates the business registry. This may or may not be the same organisation that runs/has overall responsibility for the business registry. This is not referring to the business which developed the electronic filing system.

5. What structure does your business registry have?

- Centralised
- Decentralised non-autonomous local offices
- Decentralised autonomous local offices

6. Does your business registry distinguish between public limited companies or corporations and private limited companies or corporations?

- Yes
- No

What's the difference between public and private limited companies or corporations?

Private limited company or corporation - this is a company or corporation with restrictions on its ownership which are defined in the company's constitution (i.e. articles) by law. Shareholders of a private limited company or corporation cannot sell or transfer their shares to the general public.

Public limited company or corporation - this is a company or corporation which is permitted to sell or transfer its shares to the general public.



7. Which of the following types of entities are registered by your business registry and/or get assigned a unique registration or identification number? Please tick all that apply.

| | Register | Assign a unique registration or identification number |
|----------------------------------------|--------------------------|-------------------------------------------------------|
| Sole trader | <input type="checkbox"/> | <input type="checkbox"/> |
| General partnership | <input type="checkbox"/> | <input type="checkbox"/> |
| Private limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> |
| Public limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> |
| Limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> |
| LLC | <input type="checkbox"/> | <input type="checkbox"/> |

8. Please indicate whether the following types of branches are registered by your business registry. Please tick all that apply.

- Branches of an entity already formed in your jurisdiction (domestic branch)
- Branches of an entity from another jurisdiction (economically active in your jurisdiction)
- Foreign branch registrations of an entity formed in your jurisdiction

What's the difference between the different entity types?

Sole trader - this is a natural person carrying on business alone as a sole owner. It is unincorporated and has no limits on personal liability. This is sometimes referred to as a sole proprietorship.

General partnership - this is two or more persons carrying on business in common with a view to a profit. In a general partnership, there is no limit on the partners' liability. Other types of partnership offer some limited liability, but they are presently beyond the scope of the survey.

Private limited company or corporation - this is a company or corporation with restrictions on its ownership which are defined in the company's constitution (i.e. articles) by law. Shareholders of a private limited company or corporation cannot sell or transfer their shares to the general public.

Public limited company or corporation - this is a company or corporation which is permitted to sell or transfer its shares to the general public.

LLC (Limited Liability Company) - this refers to an unincorporated association. It is a hybrid business entity having characteristics of both a corporation and a sole proprietorship or partnership (depending on the number of owners). The primary characteristic an LLC shares with a corporation is limited liability for its owners, called members. The primary characteristic an LLC shares with a sole proprietorship or partnership is the availability of pass-through income taxation (although an LLC may choose to be taxed as a corporation).

What is a branch?

Branch - this is used to describe an incorporated entity carrying on business in a separate location. A branch does not have a separate legal personality from the incorporated entity (that is, it is not a subsidiary). A branch may be domestic or foreign.

Domestic branch - this is an incorporated entity carrying on business in a new location within the jurisdiction in which it was formed.

Foreign branch - this is an incorporated entity carrying on business in a jurisdiction other than the jurisdiction in which it was formed.



9. Please indicate whether your business registry assigns a unique registration or identification number to the following types of branches. Please tick all that apply.

- Branches of an entity already formed in your jurisdiction (domestic branch)
- Branches of an entity from another jurisdiction (economically active in your jurisdiction)
- Foreign branch registrations of an entity formed in your jurisdiction

10. Does your business registry give unique identification numbers to directors?

- Yes
- No

11. Who is responsible for the following tasks in your jurisdiction?

| | Your authority or organisation | Another authority or organisation | No registration | Do not know |
|-----------------------------------------------------|--------------------------------|-----------------------------------|--------------------------|--------------------------|
| Registration of shareholder details | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Registration of changes in shareholder details | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Registration of beneficial owner details | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Registration of changes in beneficial owner details | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

12. What other authority or organisation is responsible for the registration of shareholders?

13. What other authority or organisation is responsible for the registration of beneficial owners?

14. Does your jurisdiction make the following information available?

| | Yes, to the public and to specified government authorities | Yes, to the public | Yes, to specified government authorities | No, not made available | Do not know |
|--------------------------|------------------------------------------------------------|--------------------------|------------------------------------------|--------------------------|--------------------------|
| Shareholder details | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Beneficial owner details | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



15. a. What information is required to be provided to your business registry to form, incorporate or register a new entity? Please tick all that apply.

| | Entity name | List of founders | List of directors or managers | Name of chairperson | Testimony or certificate of identity for directors |
|----------------------------------------|--------------------------|--------------------------|-------------------------------|--------------------------|----------------------------------------------------|
| Sole trader | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| General partnership | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Private limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Public limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| LLC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

15. b. What information is required to be provided to your business registry to form, incorporate or register a new entity? Please tick all that apply.

| | Proof of payment to the register | Memoranda or articles of association or partnership agreement | Agreement of non-cash property | Proof of share capital | Nature of business |
|----------------------------------------|----------------------------------|---------------------------------------------------------------|--------------------------------|--------------------------|--------------------------|
| Sole trader | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| General partnership | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Private limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Public limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| LLC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |





16. What is the three-letter code for your national currency?

- AED
- AFN
- ALL
- AMD
- ANG
- AOA
- ARS
- AUD
- AWG
- AZN
- BAM
- BBD
- BDT
- BGN
- BHD
- BIF
- BMD
- BND
- BOB
- BRL
- BSD
- BTN
- BWP
- BYN
- BZD
- CAD
- CDF
- CHF
- CLP
- CNY
- COP
- CRC
- CUC
- CUP
- CVE
- CZK
- DJF
- DKK
- DOP
- DZD



17. Are you able to identify the minimum share capital for the relevant entity types?

Yes

No

18. What is the minimum share capital (in your national currency) for the following types of companies or corporations?

| | |
|----------------------------------------|----------------------|
| Private limited company or corporation | <input type="text"/> |
| Public limited company or corporation | <input type="text"/> |
| Limited company or corporation | <input type="text"/> |
| LLC | <input type="text"/> |

19. What is the minimum number of founders, shareholders and board members for the following entities?

| | Minimum number of founders | Minimum number of shareholders or members | Minimum number of board members or managers |
|----------------------------------------|----------------------------|-------------------------------------------|---------------------------------------------|
| Private limited company or corporation | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Public limited company or corporation | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Limited company or corporation | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| LLC | <input type="text"/> | <input type="text"/> | <input type="text"/> |

20. Is your authority or organisation responsible for receiving the following?

| | Yes | No | Do not know |
|-----------------|--------------------------|--------------------------|--------------------------|
| Annual accounts | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Annual returns | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

What are annual accounts and annual returns?

Annual accounts - this refers to filings of annual financial information.

Annual returns - this refers to filings of annual general information about a company, such as its directors and registered office address. This is sometimes called an annual report.

21. Which entity types are required by law to file annual accounts? Please tick all that apply.

- Sole trader
- General partnership
- Private limited company or corporation
- Public limited company or corporation
- Limited company or corporation
- LLC



22. Which entity types are required by law to file annual returns? Please tick all that apply.

- Sole trader
- General partnership
- Private limited company or corporation
- Public limited company or corporation
- Limited company or corporation
- LLC

23. Are there measures taken by your business registry to prevent corporate identity theft?

- Yes
- No

24. Please indicate the measures taken by your business registry to prevent corporate identity theft. Please tick all that apply.

- Use of monitoring system
- Implementation of penalties
- Checks carried out by a notary
- Verification of personal identity (meaning someone checking ID)
- User name and password
- Use of electronic signatures
- Two-factor authentication
- If other, please specify

What is an electronic signature and two-factor authentication?

Electronic signature - this is data in electronic form which are attached to or logically associated with other electronic data and which serve as a method of authentication. It does not mean a scan of a wet signature.

Two-factor authentication - this is a login requiring a second layer of security such as extra information (e.g. shared secret) or a physical device (e.g. bank card, key), in addition to a password.

25. Do you have a national standardisation for data security?

- Yes
- No

26. What is the national standardisation you use for data security?

27. Describe any major changes between January 1 and December 31, 2018 that have affected your business registry and/or its registration activities.



Processing Time

These questions refer to the chapter of 'Processing Time' which focuses on the importance of the time taken by business registries to process documents.

28. Prior to incorporation, are there mandatory steps required with the business registry? Please tick all that apply.

- No activities are required
- Yes, name assessment
- Yes, legal permit(s)
- Yes, obtaining bank certificate(s)
- Yes, notary
- Yes, payment to the register
- If other, please specify

29. On average, how long (in hh:mm) do the mandatory steps which your business registry is responsible for take to complete?

| | |
|------------------------------|----------------------|
| Name assessment | <input type="text"/> |
| Payment of registration fees | <input type="text"/> |
| Other | <input type="text"/> |

30. What is included in the processing time for incorporation from application to the moment of completion? Please tick all that apply.

- Queuing (waiting period before processing begins)
- Application processing
- Name assessment
- Issuance of certificate
- If other, please specify

31. On average, how long (in hh:mm) does it take your business registry to process an application for incorporation or formation, from the moment it is received until it is finally registered?

This should include any queries or delays.



32. a. Please specify the percentages of forms or data that are received by your business registry in the following formats.

| | Paper | Electronic |
|--------------------------------------------------|----------------------|----------------------|
| Forms or data for entity incorporation/formation | <input type="text"/> | <input type="text"/> |
| Forms or data for changes to the registry | <input type="text"/> | <input type="text"/> |
| Other forms or data if applicable | <input type="text"/> | <input type="text"/> |

32. b. If your business registry receives forms or data electronically, can you specify the percentages that are received by your business registry in the following formats?

| | Image (i.e. PDF, scan) | Data (system to system e.g. XML) | Internet (web-based form) | Not possible to separate |
|--------------------------------------------------|------------------------|----------------------------------|---------------------------|--------------------------|
| Forms or data for entity incorporation/formation | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Forms or data for changes to the registry | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Other forms or data if applicable | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

33. On average, how long (in hh:mm) does it take your business registry to process the following? The timescale should be based on the assumption that the registry has all the relevant information to process the application.

| | Paper | Image (i.e. PDF, scan) | Internet (Web-based form) | Data (system-to-system, e.g. XML) |
|-------------------------|----------------------|------------------------|---------------------------|-----------------------------------|
| Incorporation/formation | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Application for change | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

34. Please specify any changes made at your business registry, between January 1 and December 31, 2018 which have influenced or were intended to influence processing times.

Funding and Fees

These questions refer to the chapter of ‘Funding and Fees’ which relates to the financial aspect of the business registry.



35. How is your business registry primarily funded?

- Government funding
- Customer fees

36. Does your business registry retain all the fees it collects?

- Yes, all of the fees
- Yes, some of the fees
- No, none of the fees

37. Where do the fees go that you do not retain?

38. Does your business registry apply the cost-covering principle when setting its fees?

- Yes, for all of the fees
- Yes, for some of the fees
- No, for none of the fees

What is the cost-covering principle?

Cost-covering principle - this principle requires the fees charged to accurately reflect the costs incurred in the provision of a service. When applied, there is to be no profit from the fees generated to exceed the cost.

39. For which services does your business registry collect fees? Please tick all that apply.

- Incorporation
- Filing changes
- Registration of annual accounts
- Keeping the entity on the register
- Provision of entity information
- Status certificates or certificates of good standing
- Certified copies of documents
- Filing annual returns
- None
- Other

40. Does your business registry offer expedited services for a fee?

- Yes
- No

What is an expedited service?

Expedited service - this is making an action or process happen sooner or be accomplished more quickly.



41. For which services are expedited fees offered? Please tick all that apply.

- All services
- Incorporation/formation
- Status certificates
- Changes to a company
- If other, please specify

42. Please list the fees for each service identified in the previous question.

43. Does your business registry have late filing penalties in relation to the following?

| | Yes | No |
|-----------------|--------------------------|--------------------------|
| Annual accounts | <input type="checkbox"/> | <input type="checkbox"/> |
| Annual returns | <input type="checkbox"/> | <input type="checkbox"/> |
| Other | <input type="checkbox"/> | <input type="checkbox"/> |

44. What is your business registry's fee (in your national currency) for incorporating or forming a new entity in the following formats?

| | Paper | Electronic |
|----------------------------------------|----------------------|----------------------|
| Sole trader | <input type="text"/> | <input type="text"/> |
| General partnership | <input type="text"/> | <input type="text"/> |
| Private limited company or corporation | <input type="text"/> | <input type="text"/> |
| Public limited company or corporation | <input type="text"/> | <input type="text"/> |
| Limited company or corporation | <input type="text"/> | <input type="text"/> |
| LLC | <input type="text"/> | <input type="text"/> |

Changing Role of Business Registries

These questions refer to the chapter of 'Changing Role of the Business Registry' which focuses on the emerging demands for business registries to move beyond their traditional role of registering corporate entities.



45. Did your business registry expand its authority within the last year?

- Yes
- No

46. What did your business registry do within the last year to expand its authority?

47. Is your business registry demanded to take an active role in other functions beyond its current role?

- Yes
- No

48. What are the demands and where do they come from?

49. What challenges does your business registry face in trying to meet these demands?

50. How does your business registry solve the challenges?



51. Does your business registry use or plan to use blockchain technology or artificial intelligence?

- It is in use
- It is planned to be used in the future
- No, there are no plans

What is artificial intelligence and blockchain?

Artificial intelligence - the theory and development of computer systems able to perform tasks normally requiring human intelligence, such as visual perception, speech recognition, decision-making and translation between languages.

Blockchain - this is a continuously growing list of records, called blocks, which are linked and secured using mathematical theory to encrypt messages so they are extremely hard to read without a known "secret".

52. How does using or planning to use blockchain or artificial intelligence impact on your business registry?

53. Who is responsible for maintaining a security interest register for movable property in your jurisdiction?

- Your organisation
- Another authority or organisation
- There is no security interest register
- Do not know

What is a security interest register?

Security interest register - this refers to a registry facilitating the registration, or the registration of notice, of a security interest in personal property. This is sometimes also referred to as a personal property registry, a personal property security register or a secured transactions registry.

The Use of e-services

These questions refer to the chapter of 'Use of e-services' which focuses on how business registries deliver their services digitally.

54. Please specify the percentage of the filings that your authority or organisation receives in the following formats.

| | Paper | Image (i.e. PDF, scan) | Electronically, in XBRL format | Electronically, not in XBRL format |
|-----------------|----------------------|------------------------|--------------------------------|------------------------------------|
| Annual accounts | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Annual returns | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |





55. Does your business registry accept electronic applications for incorporation or entity formation for any entity types?

- Yes
- No

56. How does your business registry identify the person filing information electronically? Please tick all that apply.

- User ID and password
- Electronic certificate
- Two-factor authentication
- Notary
- None
- If other, please specify

What is an electronic certificate and two-factor authentication?

Electronic certificate – this means an electronic attestation (certificate) which links signature-verification data to a person and confirms the identity of that person.

Two-factor authentication - this is a login that requires a second layer of security such as extra information (e.g. shared secret) or a physical device (e.g. bank card, key, card reader), in addition to a password.

57. Which services does your business registry make available on its website? Please tick all that apply.

- Electronic filing of documents for incorporation
- Electronic filing of documents for changes in the register (change of address, registered name, board of directors, etc.)
- Electronic filing of annual accounts or similar forms of information (excluding financial information)
- Facility to file electronically, using a third-party software package
- Downloading forms and instructions in national or official language(s)
- Downloading forms in foreign languages
- Downloading instructions in foreign languages

58. For which entity types and in which formats does your business registry accept applications for entity incorporation or formation? Please tick all that apply.

| | Paper | Image (i.e. PDF, scan) | Internet (web-based form) | Data (system to system, e.g. XML) |
|----------------------------------------|--------------------------|--------------------------|---------------------------|-----------------------------------|
| Sole trader | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| General partnership | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Private limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Public limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| LLC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



59. Which stages of incorporation or formation are available electronically through your business registry? Please tick all that apply.

| | Filling out information | Signature | Payment | Issuance of incorporation certificate | None |
|----------------------------------------|--------------------------|--------------------------|--------------------------|---------------------------------------|--------------------------|
| Sole trader | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| General partnership | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Private limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Public limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| LLC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

60. Is it mandatory for the following entity types to submit information electronically?

| | Yes | No |
|----------------------------------------|--------------------------|--------------------------|
| Sole trader | <input type="checkbox"/> | <input type="checkbox"/> |
| General partnership | <input type="checkbox"/> | <input type="checkbox"/> |
| Private limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> |
| Public limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> |
| Limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> |
| LLC | <input type="checkbox"/> | <input type="checkbox"/> |

61. Is an electronic signature allowed or required for submission of information electronically?

| | Yes, an electronic signature is allowed and required | Yes, an electronic signature is allowed | Yes, an electronic signature is required | No, an electronic signature is neither required nor allowed |
|----------------------------------------|------------------------------------------------------|-----------------------------------------|------------------------------------------|-------------------------------------------------------------|
| Sole trader | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| General partnership | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Private limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Public limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Limited company or corporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| LLC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |





Business Dynamics

These questions refer to the chapter of 'Business Dynamics' which focuses the number of registered entities and those that have been terminated during a calendar year.

62. Please provide the number of registered entities in your business registry as at December 31, 2018.

| | |
|----------------------------------------|--|
| Sole trader | |
| General partnership | |
| Private limited company or corporation | |
| Public limited company or corporation | |
| Limited company or corporation | |
| LLC | |

63. Please provide the number of the following, from January 1 to December 31, 2018.

| | New entity incorporations or formations | Number of submissions for changes in registered details | Entity terminations |
|----------------------------------------|-----------------------------------------|---------------------------------------------------------|---------------------|
| Sole trader | | | |
| General partnership | | | |
| Private limited company or corporation | | | |
| Public limited company or corporation | | | |
| Limited company or corporation | | | |
| LLC | | | |

64. Is your business registry able to distinguish between compulsory terminations and voluntary terminations?

- Yes
- No

What is the difference between compulsory and voluntary terminations?

Compulsory terminations - where the company is closed by the business registry,
Voluntary terminations - where the company requests to close itself.



65. Please provide the number of compulsory terminations and voluntary terminations in your business registry from January 1 to December 31, 2018.

Compulsory

Voluntary

66. On average, how long is the lifetime of a company? Please specify whether this is in days, months or years.

Use of business register information

These questions refer to the chapter of ‘Use of business register information’ which focuses on how information held by business registers is used

67. Are you able to determine and get the data on searches?

Yes

No

68. How many searches on entities and people, paid or unpaid, did your business registry's website receive between January 1 and December 31, 2018?

69. Does your business registry make the following information available to the public?

| | Yes | No |
|--------------------------------------|--------------------------|--------------------------|
| Annual accounts | <input type="checkbox"/> | <input type="checkbox"/> |
| Annual returns | <input type="checkbox"/> | <input type="checkbox"/> |
| Incorporation or formation documents | <input type="checkbox"/> | <input type="checkbox"/> |
| Changes | <input type="checkbox"/> | <input type="checkbox"/> |
| Dissolution or termination documents | <input type="checkbox"/> | <input type="checkbox"/> |
| Other | <input type="checkbox"/> | <input type="checkbox"/> |



70. In which formats does your business registry make the following information available to the public? Please tick all that apply.

| | Paper | Electronically, in image format | Electronically, as XBRL or equivalent data format |
|--------------------------------------|--------------------------|---------------------------------|---------------------------------------------------|
| Annual accounts | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Annual returns | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Incorporation or formation documents | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Changes | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Dissolution or termination documents | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

71. Are users required to create an account to search for information in the business registry?

- Yes, for all searches
- Yes, for some of the searches
- No, for none of the searches

72. Are users charged for creating this account?

- Yes, for all services
- Yes, for some of the services
- No, for none of the services



73. Which of the following information services does your business registry provide through web services, either paid or unpaid? Please tick all that apply.

| | Available and unpaid | Available and paid | Not available |
|---------------------------------------------------------------|--------------------------|--------------------------|--------------------------|
| Entity search | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Entity profile | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| People search (director, auditor or similar) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| List of entity's business units/places | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Certificates of incorporation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Publication of entity's memoranda and articles of association | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Existing entity names | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Entity history | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Company/ corporation share capital | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Certified copies | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Certificate of status/ good standing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Annual accounts in electronic format | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ordering annual accounts in paper format | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Relating laws and regulations | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Information on the process of registration | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Information on fees | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

74. Please select the three most requested pieces of information on your business registry's website.

- Company information
- Processes and procedures
- Annual accounts
- Certificates or certified copies
- Officers, directors and managers
- Images or copies of documents
- Shareholders or members
- If other, please specify



75. How do you present information to your users? Please tick all that apply.

- Website
- Webinars
- Workshops
- Seminars
- Data
- Email
- Letter
- SMS
- Social media
- If other, please specify

76. How do you interact with your customers? Please tick all that apply.

- Website
- Webchat
- Telephone
- Dedicated service for transferring files
- Social media
- If other, please specify

77. Does your business registry offer data extraction services?

- Yes
- No

What do we mean by data extraction?

We mean that you are able to provide information or data to those who come to the business registry with queries, such as letting them know how many specific companies or corporations are registered with the business registry.

78. How do third parties use register data?

79. How often is the entity information in your business register updated?

- In real time
- Daily
- If other, please specify





80. Is your business registry responsible for ensuring the accuracy of information filed?

- Yes
 No

**81. How does your business registry ensure the information it holds on entities is up to date?
Please tick all that apply.**

- Annual renewal of entity information (annual return)
 Timely removal from the registry of entities that do not update their record as required by law
 Penalty fees for failing to update information as required by law
 If other, please specify

82. Does your business registry make entity information available in bulk?

| | Available free of charge | Available for a fee | Not available |
|-----------------------|--------------------------|--------------------------|--------------------------|
| To the private sector | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| To the public sector | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

83. Do other authorities use the data held in your business registry?

- Yes
 No

84. Do other authorities provide your business registry with data?

- Yes
 No

85. Does your business registry accept documents in languages other than your national or official language(s)?

- Yes, all documents can be submitted
 Yes, some documents can be submitted
 Yes, all or some documents can be submitted, but they need to be accompanied by a certified translation into the official or national language
 No, none of the documents can be submitted