



Questions in this survey should be answered for the period January 1 to December 31, 2017, unless 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 between the business registry and the organisation in charge of running it. In some jurisdictions, those may be the same. If that is the case then please point this out in your answers to questions 1 and 3, and answer the following questions accordingly.

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?

4. Who operates your business registry?

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

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?

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

What's the difference between the different entity types?

	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.

What is a branch?

- 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

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

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

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

13. 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	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Beneficial owner	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

14. a. What information is required to be provided to your business registry to form, incorporate or register a new entity?

	Entity name	List of founders	List of directors or managers	Name of chairperson	Testimony or certificate of identity for directors
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"/>

14. b. What information is required to be provided to your business registry to form, incorporate or register a new entity?

	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
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"/>

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

16. 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"/>

17. 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"/>

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

- Yes
 No

19. Please indicate the measures taken by your business registry to prevent corporate identity theft.

- 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?

20. Describe any major changes between January 1 and December 31, 2017 that have affected your business registry and/or its registration activities.

--

21. Are there mandatory steps required prior to filing incorporation with the business registry?

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

22. How long (in hh:mm) do the mandatory steps which your business registry is responsible for take to complete?

Name assessment

 :

Payment of registration fees

 :

Other

 :

23. What is included in the processing time for incorporation from application to the moment of completion?

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

24. 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.

 :

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

Forms or data for entity formation, incorporation or registration

Paper	Electronic
<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"/>
----------------------	----------------------

25. 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 formation, incorporation or registration	<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"/>

26. 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	Images (i.e. PDF, scan)	Internet (web-based form)	Data (system to system, e.g. XML)
Incorporation	<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"/>

27. Please specify any changes made at your business registry, between January 1 and December 31, 2017 which have influenced or were intended to influence processing times.

28. Is your business registry responsible for receiving the following?

What are annual accounts and annual returns?

	Yes	No	Do not know
Annual accounts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Annual returns	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

29. Which entity types are required by law to file annual accounts?

- Private limited company or corporation
- Public limited company or corporation
- Limited company or corporation

30. Which entity types are required by law to file annual returns?

- Private limited company or corporation
- Public limited company or corporation
- Limited company or corporation

31. Please specify the percentage of the filings that your business registry 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"/>

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

- Yes
- No

33. How does your business registry identify the person filing information electronically?

What is an electronic certificate and two-factor authentication?

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

34. Which services does your business registry make available on its website?

- 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

35. For which entity types and in which formats does your business registry accept applications for entity incorporation or formation?

	Paper	Images (i.e. PDF, scan)	Internet (web-based form)	Data (system to system, e.g. XML)
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"/>

36. Which stages of incorporation or formation are available electronically through your business registry?

	Filling out information	Signature	Payment	Issuance of incorporation certificate	None
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"/>

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

	Yes	No
Private limited company or corporation	<input type="radio"/>	<input type="radio"/>
Public limited company or corporation	<input type="radio"/>	<input type="radio"/>
Limited company or corporation	<input type="radio"/>	<input type="radio"/>

38. 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
Private limited company or corporation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public limited company or corporation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Limited company or corporation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

39. How is your business registry primarily funded?

- Government funding
- Customer fees

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

- Yes, 100% of the fees
- Yes, between 51% and 99% of the fees
- Yes, between 1% and 50% of the fees
- No, none of the fees

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

What is the cost-covering principle?

- Yes, for 100% of the fees
- Yes, for between 51% and 99% of the fees
- Yes, for between 1% and 50% of the fees
- No, for none of the fees

42. What services does your business registry collect fees for?

- 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
- If other, please specify

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

- Yes
- No

44. For which services are expedited fees offered?

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

--

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

	Yes	No
Annual accounts	<input type="radio"/>	<input type="radio"/>
Annual returns	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>

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

	Paper	Electronic
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"/>

48. Please provide the number of registered entities in your business registry as at December 31, 2017.

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

49. Please provide the number of the following, from January 1 to December 31, 2017.

	New entity incorporations or formations	Number of submissions for changes in registered details	Entity terminations
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"/>

50. Does your business registry distinguish between compulsory terminations and voluntary terminations?

- Yes
 No

51. Please provide the number of compulsory terminations and voluntary terminations in your business registry from January 1 to December 31, 2017.

Compulsory	<input type="text"/>
Voluntary	<input type="text"/>

52. How many searches on entities and people, paid or unpaid, did your business registry's website receive between January 1 and December 31, 2017?

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

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

54. In which formats does your business registry make the following information available to the public?

	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"/>

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

- Yes
 No

56. Are users charged for this service?

- Yes
 No

57. b. Which of the following methods does your business registry use to communicate with its customers?

	Facebook	Twitter	YouTube	Other social media	Mobile app	Live chat
One-way communication (to present information)	<input type="checkbox"/>					
Two-way communication (as a means of interaction)	<input type="checkbox"/>					

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

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

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

- Yes
- No

62. How does your business registry ensure the information it holds on entities is up to date?

- Annual renewal of entity information (annual return)
- Timely renewal 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

63. 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="radio"/>	<input type="radio"/>	<input type="radio"/>
To the public sector	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

64. Do other authorities use your business registry data?

- Yes
- No

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

- Yes
- No

66. 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

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

- Yes
- No

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

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

- Yes
- No

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

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

72. How does your business registry deal with these demands?

73. 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?

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

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

What is a security interest register?

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