



# CHINESE & OVERSEAS CLIENTS (中国及海外申请人)

## REGISTERED OFFICE ADDRESS (注册办事处地址)

Lets Letterbox  
Moat House,  
54 Bloomfield Avenue  
Belfast  
BT5 5AD

Tel: 02896 001414  
Email: info@letsletterbox.co.uk

## APPLICATION FORM (申请表)

Please Complete in English  
请用英文填写

### Suite No. (套房号)

Allocated by Lets Letterbox (由 Lets letterbox 分配)

### COMPANY NAME

(公司名称)

Company Registration No

(公司注册号码)

Date of Birth (出生日期)

### Director

#### Details

(董事详细资料)

Gender (性别)

Nationality (国籍)

First Name (名)

Second Name (第二个名字)

Director's Residential Address (董事住址)

### Mail Forwarding Options (邮件转发选项)

Please tick which you option you prefer

(请勾选您喜欢的选项)

Email Forwarding (邮件转发)

Postal Forwarding (邮政转发)

Email Address for email forwarding (if applicable)

用于电子邮件转发的电子邮件地址 (如果适用)

Email (电子邮件):

Postal Address For Postal Forwarding (if applicable)

邮寄地址 (如适用)

If there is more than one director, please complete the Additional Directors Form (Available on the website)  
(如果有超过一名董事, 请填写额外董事表格 可在网站上获取)

### Proof of Identity (身份证明)

Please forward separately, one document from List 1 and one from List 2  
(请分别转发清单 1 中的一份文件和清单 2 中的一份文件)

#### LIST 1 (清单1)

- Passport (护照)
- Driving Licence (驾驶执照)
- Identity Card (清单1)

#### LIST 2 (清单2)

- Electricity Bill (电费单)
- Mobile Phone Bill (手机账单)
- Bank Statement (银行对账单)
- Credit Card Statement (信用卡账单)
- Other Utility Bill (其他公用事业账单)

## Conformation of Service (服务确认)

Please tick the relevant box below to confirm service required

### SILVER

This service will provide 1 x Registered office address Statutory Mail Scanned (only) Mail scanned 2 x Week Up to 20 A4 sheets per Week

#### MINIMUM CONTRACT & CANCELLATIONS

Monthly contracts subject to 6 months minimum contract. Monthly contracts are subject to 1 months' notice for cancellation or payment of a £25 cancellation fee. A minimum of 1 month's notice is required for all other subscriptions

这项服务将提供  
1 x 注册办公地址  
法定邮件已扫描  
(仅有的)  
每周扫描邮件 2 次  
每周最多 20 张 A4 页

#### 最低合同和取消

月度合同的最短期限为 6 个月。  
每月联系需提前 1 个月通知  
取消或支付 25 英镑的取消费。  
所有其他订阅均需至少提前 1 个月发出  
通知

### GOLD

This service will provide 1 x Business name & 1 x Mail Box address. 1 x Registered office address All Mail forwarded 1 x Fortnight Or Mail scanned 1 x Week Up to 30 A4 sheets

#### MINIMUM CONTRACT & CANCELLATIONS

Monthly contracts subject to 6 months minimum contract. Monthly contracts are subject to 1 months' notice for cancellation or payment of a £25 cancellation fee. A minimum of 1 month's notice is required for all other subscriptions

( 这项服务将提供  
1 x 公司名称和 1 x 邮箱地址。  
1 x 注册办公地址  
所有邮件转发 1 x 两周或者  
邮件扫描 1 x 周最多 30 张 A4 页

#### 最低合同 & 取消

月度合同至少期限为 6 个月合同。  
每月联系需提前 1 个月通知  
取消预订或支付 25 英镑取消费用  
费用。所有人都需要至少提前 1 个月发  
出通知其他订阅)

I have read and accept Lets Letter Box Privacy Policy as detailed on [www.letsletterbox.co.uk](http://www.letsletterbox.co.uk)  
(我已阅读并接受 [www.letterbox.co.uk](http://www.letterbox.co.uk) 上详细说明了 Lets Letter Box 隐私政策)

I have read and accept Lets Letter Box Terms & Conditions as detailed on [www.letsletterbox.co.uk](http://www.letsletterbox.co.uk)  
(我已阅读并接受 [www.letletterbox.co.uk](http://www.letletterbox.co.uk) 上详细说明了 Lets Letter Box 条款和条件)

Finally, can you indicate how you heard about Lets Letterbox? (Please tick the relevant box)  
(最后, 您能说明一下您是如何听说 Lets Letterbox 的吗? (请勾选相关方框))

Google Internet Search (谷歌互联网搜索)

Website (网站)

Facebook

Billboard (广告牌)

Other (Please Specify) (其他 (请注明))