

Taiwan Company Annual Reporting Obligation

Understanding Taiwan Statutory Regulations

Taiwan-registered companies are required to annually report information regarding responsible persons and key shareholders during the period from March 1 to March 31.

Introduction

Since 2018, in accordance with Taiwan's anti-money laundering regulations and Article 22-1 of the Company Act, Taiwan-registered companies have been required to annually report information concerning responsible persons and key shareholders. Specifically, domestic companies must disclose information regarding directors, supervisors, managers, and shareholders holding more than 10% of the issued shares or capital of the company through the Company Transparency Platform (CTP) during the annual reporting period from March 1 to March 31.st

By mandating accurate and timely reporting, this system assists authorities in detecting potential financial misconduct and enhances corporate transparency, thereby strengthening compliance with Taiwan's anti-money laundering framework and the Company Act.

Legal Reference

"A company shall report annually the names, nationalities, birthdays, or the dates of its incorporation registration, identification numbers, numbers of shareholding or capital contribution,

and other items as required by the central competent authority of its directors, supervisors, managerial officers, and shareholders holding more than 10 percent of the total shares of a company to the information platform established or designated by the central competent authority by way of electronic transmission. If there is any change of the above items, the company shall, within 15 days after such change date, report such change to the information platform, provided, however, that such report shall not apply to a company with certain qualifications."
(Company Act, Article 22-1)

Types of Companies Required to Complete Reporting

- Limited companies
- Companies limited by shares

Company Personnel Required for Reporting

Companies are required to report information regarding the following individuals:

- **Directors**
- **Supervisors**
- **Managers**

- **Major shareholders**, defined as those holding more than 10% of the company's shares or capital contributions.

Exempted Companies

Only the following two categories of companies are exempt from the reporting requirement:

1. **State-owned enterprises** where the government holds over 50% of shares, making them directly controlled by the state.
2. **Publicly traded companies**, which are already required to submit monthly disclosures of directors, supervisors, managers, and major shareholders (holding more than 10% of shares) to the stock exchange.

In addition, if a company has already filed a change to its statutory registration records between January 1 and March 31 of the same year, and no further changes occur, the company is not required to submit a separate annual declaration during the March 1–31 reporting window.

Taiwan Branches of Foreign Companies

Taiwan branches of foreign companies, as well as their branch managers, are not subject to the reporting requirement under Article 22-1 of the Company Act. This is because branches are considered part of their overseas parent companies, which are registered outside Taiwan. Accordingly, foreign companies are not required to file this report.

Scope of Information Required

The information required to be reported for company personnel includes:

- **Name of natural person or juristic person**
- **Nationality**
- **Date of birth or date of registration of incorporation**

- **ID document number or Unified Business Number**
- **Number of shares held by the shareholder or capital amount contributed by the shareholder**

Reporting Deadline

- March 1 to March 31 (annually)

Companies must submit an annual filing confirming the accuracy of information regarding corporate leadership and major shareholders. If no changes have occurred since the previous filing, companies may import the prior year's data and confirm submission.

Newly registered companies are required to complete the reporting within 15 days of registration.

Additional Statutory Changes

Any changes to company leadership or other statutory records must be reported within 15 days of the occurrence. Where a change filing is submitted between January 1 and March 31, and no further changes occur, no additional annual filing is required by March 31.

Penalties

According to Article 22-1, Paragraph 4 of the Company Act:

A company fails to report or the information reported is misrepresented according to Paragraph One, the central competent authority shall notify the company to rectify its law violating act within a given time limit; and if the company fails to take corrective action beyond the given time limit, the director representing the company shall be subject to a fine of not less than NT\$ 50,000 but not more than NT\$ 500,000; and if the company still fails to take corrective action beyond the second given time limit, the director representing the company shall be imposed with a fine of not less than NT\$ 500,000 but not more than NT\$ 5,000,000 consecutively

for each non-compliance until the law violating act is rectified. If the violating act is material, the central competent authority may nullify its incorporation registration.

To ensure compliance, companies are strongly encouraged to complete their filings early in March, well before the deadline.

Conclusion

Taiwan's corporate compliance requirements can be complex and easily overlooked. Grant Thornton Taiwan is available to assist companies with preparing and submitting the required reports through the government platform. Should you have any questions or require further support, please feel free to contact us.

Contact



Jay Lo

Managing Partner

T +886 2 2789-0887 ext. 1314

E jay.lo@tw.gt.com

www.grantthornton.tw