

CYPRUS COMPANY REDOMICILIATION READINESS CHECKLIST

*A practical working document for companies considering
continuation into Cyprus.*

2026 EDITION | VERIFIED SEPTEMBER 2026

Map eligibility, corporate records, approvals and the sequence of filings before you begin.

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Legal, tax, accounting, corporate administration and banking coordination in Cyprus

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HOW TO USE THIS CHECKLIST

This document is a planning tool. Tick what has been confirmed, note what remains open, and review the unresolved items with your Cyprus lawyer and an adviser in the company's current jurisdiction.

STATUS	MEANING
Confirmed	Evidence obtained and the relevant adviser has checked the point.
To verify	An answer or document is still required before the route is recommended.
Not applicable	The item does not arise for this company, with the reason recorded.

EXECUTIVE READINESS SUMMARY

QUESTION	POSITION TO CONFIRM
Departure jurisdiction	Its law permits outward continuation; the company is in good standing.
Cyprus eligibility	The proposed name, corporate activity and filings satisfy Cyprus requirements.
Company authority	Constitution, directors and shareholders support the move.
Third parties	Contractual, financing and regulatory consent requirements are known.
Taxes and operations	Advisers have addressed both countries and the post-move operating model.

COMPANY SNAPSHOT

Company / registration number:	
Current jurisdiction / local adviser:	
Principal activity / target Cyprus name:	
Reason for moving / target timing:	

START WITH THE FACTS

For an initial discussion, provide the jurisdiction, business activity, ownership structure and reason for the move. Exchange sensitive records through an agreed secure channel.

1. LEGAL ROUTE AND CORPORATE AUTHORITY

Confirm that the company can legally continue out of its current jurisdiction and that the necessary corporate authority and approvals are in place before preparing the Cyprus filing.

DONE	ITEM	ACTION / EVIDENCE
☐	Outward route confirmed	Local adviser confirms the jurisdiction allows continuation and identifies the exit process.
☐	Company standing checked	Obtain evidence of good standing and identify any overdue filings or liabilities.
☐	Constitution reviewed	Confirm authority to continue abroad or any amendment needed.
☐	Approvals mapped	Record board, shareholder, creditor, regulator or court steps, if applicable.
☐	Solvency considered	Confirm who can give the director's solvency affidavit required for Cyprus filing.

2. GATHER THE COMPANY RECORDS

Collect the company's current corporate and financial records early so that missing information, outstanding obligations and document requirements can be identified before filing.

DONE	ITEM	ACTION / EVIDENCE
☐	Corporate certificates	Certificate of incorporation and good-standing certificate or equivalent.
☐	Constitution and registers	Current memorandum/articles, directors, secretary, owners and beneficial owners.
☐	Financial position	Latest accounts, recent figures and summary of assets, debts and security.
☐	Decision documents	Existing resolutions; Cyprus lawyer prepares or reviews final approvals.
☐	Business details	Activities, licences, countries of operation and group chart, if relevant.

DOCUMENT PREPARATION

The Cyprus ME1 filing requires, among other items, a revised memorandum, a good-standing document, a director's solvency affidavit, a continuation resolution and evidence that the original authority was informed. Your lawyer will confirm certification, authentication and translation requirements.

3. DEPENDENCIES BEYOND THE REGISTRY

Review contracts, banking, tax, payroll and operational arrangements because redomiciliation may require notices, consents or updates outside the Registry process.

DONE	ITEM	ACTION / EVIDENCE
☐	Contracts and finance	Identify lender, security-holder, customer, supplier and lease notice or consent terms.
☐	Banking	Ask the bank which temporary/final Cyprus certificates and updated KYC it requires.
☐	Tax and payroll	Commission advice on residence, VAT, payroll and any presence abroad.
☐	Cyprus operations	Plan governance, registered office, accounts, record-keeping and future filings.

4. FILING SEQUENCE

The continuation into Cyprus takes place in stages, so the supporting documents and departure steps should be coordinated before the temporary and final filings.

STAGE	ACTION
Before filing	Confirm route, approvals, proposed name and ME1 supporting documents.
Temporary continuation	Cyprus Registrar reviews ME1 and issues the temporary certificate, if satisfied.
Departure	Obtain proof that registration in the original jurisdiction has ceased.
Final continuation	Submit ME4 and proof of departure; obtain the final Cyprus certificate.

The Registrar's ordinary period for submitting proof of departure is six months after the temporary certificate; a three-month extension may be available for reasonable cause. This is not a guaranteed project duration.

OPEN ITEMS AND RESPONSIBILITY

ISSUE OR MISSING DOCUMENT	OWNER	TARGET DATE

NEXT STEP

Discuss the open points with Meridian Trust. One corporate lawyer can guide the Cyprus process throughout, with support from our accounting and corporate administration team.

[DISCUSS YOUR REDOMICILIATION WITH US](#)

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*Source: Cyprus Registrar of Companies, guidance on continuation into Cyprus (ME1 and ME4); reviewed September 2026.
Requirements depend on the company's circumstances and the law of its current jurisdiction.*