



Eligible Introducer New Company Incorporation Form

British Virgin Islands

1. Company name

Please choose three names for your company in order of preference (or identify shelf company). If the first is not available, we will try to select the second, then the third. The following suffixes to denote Limited Liability are permitted: Corporation, Incorporated, Limited, Société Anonyme, Sociedad Anónima or their abbreviations.

First preference

Second preference

Third preference

If you require a shelf company which is already incorporated and ready for immediate use please contact us.

2. Purpose of Company

We are required by BVI legislation to have a full understanding of the new company's activities. Please provide as full an explanation of the purpose as possible. For example:

- Should the company hold investments, please describe the type of investments it will be holding, be it artwork, private company shares in XYZ Limited (detailing the activity of XYZ Limited), or publicly traded securities (detailing custodian and value).
- Should the company provide consultancy services, please document the services that are to be provided, by whom and to who.
- Should the company hold property, please advise whether it is commercial or residential and provide the address.



3. Geography of proposed business

Please provide detailed information about all jurisdictions where the company will undertake its activities, hold assets, trade and/or invest. Please list states or provinces, and countries.

4. Number of shares

The standard number of shares is 50,000 shares of no par value. (Note that a company with a registered number of shares exceeding 50,000 will have to pay an annual government licence fee of USD 1,100).

4.1 Would you like the Company to be authorised to issue up to a maximum of 50,000 shares?

Yes

No, please state the total number of shares that may be issued

4.2 Would you like the shares to be of no par value?

Yes

No, please state the par value per share and currency

If more than one class of shares please attach a separate schedule describing classes of shares and currencies. Should you need further information please consult your CTL representative.

Note: Shares will not be issued to persons under the age of 18. Shares can be issued to a parent, guardian, or legal representative in trust for someone under the age of 18.

5. Seals

It is a requirement for all BVI companies to have a company seal. Would you like us to order the company seal?

Yes

How many?

No*

*If you do not want us to order a company seal you will need to send us an imprint of the seal once obtained.



6. Source of funds

BVI legislation requires us to fully understand your source of funds. Please advise the activity which has generated the specific amount of funds for the structure or transaction and where it comes from. Please provide as much information as possible.

Amount of funds

Funds are from

Bank

Please complete one or more of the options below or the free format box.

The funds have been generated by:

1. Loan/mortgage

Detail the amount

Detail the name and address
of Loan Provider

2. Savings from salary

Detail annual income and
bonuses this year and last yearDetail name and nature of
employer's business

3. Maturing investment

Detail amount received

Detail from which company

4. Insurance payout that an individual wants to invest in a financial product

Detail amount received

From which company

5. Share sale

Detail sale value of shares sold

Description of shares/funds

6. Property sale

Detail sale value of
property soldDetail full address of
property sold

**7. Inheritance**

Detail total amount received

Name of benefactor

Detail how the benefactor
obtained these funds

Relationship to benefactor

8. Detail further information or if the source of funds does not fit into the above examples**7. Source of wealth** (if different from above)

BVI regulations oblige us to fully understand the activities that generate the total worth of the UBO/applicant or third party funding the structure. Please provide as much detail as possible. For example, a significant inheritance combined with savings from salary as CEO of ABC bank limited for the last 30 years.

8. Location of Registers and Financial Records*

8.1 Please provide the physical address where the register of directors and register of members will be kept for this entity.


8.2 Please provide the physical address where the financial records will be kept for this entity.

*If the originals of these registers are not maintained at the offices of the Registered Agent, the Registered Agent must be notified of any change to a register within 15 days of the change.

If the location at which the originals of these registers are kept changes, the Registered Agent must be notified of the new location within 14 days of the change. Please note that all company records must be maintained for a minimum of five (5) years after the termination of the relationship with the client.

9. Owners, shareholders, directors and other connected persons or legal entities.

Please indicate for each one of the individuals listed who is/are the beneficial owner(s), (nominee) shareholder(s) or (reserve) director(s) of the company. Please also indicate the relationship between the parties, (brother, spouse, daughter, etc.)

Details of Individual / Company	Residential address	Status with business company	Number of shares held	Occupation / professional title
Name: Relationship: Phone: Email:		<input type="checkbox"/> Director* <input type="checkbox"/> Reserve Director** <input type="checkbox"/> Shareholder <input type="checkbox"/> Nominee Shareholder <input type="checkbox"/> Beneficial Owner		
Name: Relationship: Phone: Email:		<input type="checkbox"/> Director* <input type="checkbox"/> Reserve Director** <input type="checkbox"/> Shareholder <input type="checkbox"/> Nominee Shareholder <input type="checkbox"/> Beneficial Owner		
Name: Relationship: Phone: Email:		<input type="checkbox"/> Director* <input type="checkbox"/> Reserve Director** <input type="checkbox"/> Shareholder <input type="checkbox"/> Nominee Shareholder <input type="checkbox"/> Beneficial Owner		
Name: Relationship: Phone: Email:		<input type="checkbox"/> Director* <input type="checkbox"/> Reserve Director** <input type="checkbox"/> Shareholder <input type="checkbox"/> Nominee Shareholder <input type="checkbox"/> Beneficial Owner		

* Directors must be 18 years of age or older.

**A Reserve Director may be appointed in case of a sole shareholder/sole director company, to act in the event of his/her death. Please indicate whether you wish to have a reserve director nominated.



10. Signatures

By completing this application form, you confirm that:

- (1) you are authorised to enter into this application form on behalf of the applicant for business;
- (2) each of the representations and confirmations made in the Eligible Introducer Application Form previously completed by you in favour of CTL remains complete, accurate and true as at the date stated below;
- (3) you have taken any action mentioned or required to be taken in the Eligible Introducer Application Form;
- (4) you have received, read, understood and agree to our general terms and conditions (**click here to view**); and
- (5) you will pay all amounts due to CTL for services rendered in accordance with our agreed fee schedule.

Name of Intermediary

Authorised signature

Date