

## COMPANY

# Regular Business Company Incorporation Form

**Trident Corporate Services (Barbados) Ltd**  
The Phoenix Centre, George Street  
Belleville, St Michael  
Barbados  
Tel +1-246-621-0760  
Fax +1-246-431-0591  
barbados@tridenttrust.com

It is a legal requirement for us to obtain the information and supporting documentation requested in this form prior to commencing a formal relationship with you as a client. All information and supporting documentation will be held in the strictest confidence. This form should be read in conjunction with our Standard Terms of Business and by executing this form you are deemed to have accepted our Standard Terms of Business.

The following information is required to incorporate and establish the corporate records of a Regular Business Company in Barbados.

**PROPOSED NAME**

- Please list in order of preference
- A company name must end with the word "Incorporated", "Corporation" or "Limited" or any abbreviation thereof

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**OBJECTS OF THE COMPANY**

Please indicate the purpose for which the Company is required. (Please provide full details – "holding shares", "estate planning", "asset protection" are not sufficient.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please describe/identify the assets that will be held by the Company and the proposed activity.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please indicate the jurisdictions in which assets will be held and business will be conducted.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SOURCE OF ASSETS**

From what sources have the assets/funds to be introduced into the Company been derived? (How did you acquire the assets that will be held by the Company? The description must be clear and self-explanatory. Explanations such as "inheritance" or "sale of property" are not sufficient and require further explanation.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**AUTHORIZED CAPITAL**

Authorized Capital may be stated in any currency. Unless instructed to the contrary, the Company will be incorporated with an authorized share capital of 1,000 shares of no par value each. Bearer shares are not permitted. Please check the appropriate box.

Standard authorized share capital  Yes  No

If no, please state

Currency of authorized share capital  US\$  Other

If other, please specify currency \_\_\_\_\_

Number of shares to be issued upon incorporation  1,000  Other

If other, please specify \_\_\_\_\_

One class of shares to be authorized  Yes  No

If no, please attach a separate schedule describing classes of shares.

**BYLAWS**

Standard bylaws are provided with each set of corporate documents.

Should a set of standard bylaws be provided?  Yes  No

If non-standard bylaws are to be used, please indicate on a separate page the changes to be made.

**REGISTERED OFFICE IN BARBADOS**

It is a statutory requirement that all RBCs have a local registered office in Barbados. Unless otherwise instructed, Trident Corporate Services (Barbados) Ltd will provide the registered office.

**PROPOSED DATE OF COMMENCING BUSINESS**

This can be the date of incorporation or any date thereafter.

\_\_\_\_\_

**DATE OF FINANCIAL YEAR END**

\_\_\_\_\_

**RECORD-KEEPING REQUIREMENTS**

The Barbados Companies Act stipulates that a company must maintain records and underlying documentation for a minimum of six years from the date of the transaction to which they relate. Companies have a statutory obligation to keep records that are sufficient to show and explain a company's transactions. The records must enable the financial position of the company to be determined with reasonable accuracy. The definition of records and underlying documentation includes the accounts of the company. Although the requirement to keep "accounts" does not mean that Barbados Companies have an obligation to produce and maintain financial statements, it does mean they are required to keep "accounting records". Records and underlying documentation can be kept in Barbados or another jurisdiction. Where documentation is kept outside Barbados, the company must confirm in writing to its Barbados registered agent the physical address where the records are kept and of any changes in their location.

**FIRST DIRECTOR'S INFORMATION**

A minimum of one director is required.

Corporate director to be provided by Trident Corporate Services (Barbados) Ltd?  Yes  No

If no, the first director's details are

**Director #1**

Name \_\_\_\_\_

Principal Residential Address \_\_\_\_\_

Nationality #1 \_\_\_\_\_ Passport Number #1 \_\_\_\_\_

Nationality #2 \_\_\_\_\_ Passport Number #2 \_\_\_\_\_

Telephone Number \_\_\_\_\_ Mobile Number \_\_\_\_\_

Email \_\_\_\_\_ Occupation \_\_\_\_\_

**Director #2**

Name \_\_\_\_\_

Principal Residential Address \_\_\_\_\_

Nationality #1 \_\_\_\_\_ Passport Number #1 \_\_\_\_\_

Nationality #2 \_\_\_\_\_ Passport Number #2 \_\_\_\_\_

Telephone Number \_\_\_\_\_ Mobile Number \_\_\_\_\_

Email \_\_\_\_\_ Occupation \_\_\_\_\_

**Director #3**

Name \_\_\_\_\_

Principal Residential Address \_\_\_\_\_

Nationality #1 \_\_\_\_\_ Passport Number #1 \_\_\_\_\_

Nationality #2 \_\_\_\_\_ Passport Number #2 \_\_\_\_\_

Telephone Number \_\_\_\_\_ Mobile Number \_\_\_\_\_

Email \_\_\_\_\_ Occupation \_\_\_\_\_

*If there are more than three directors, please include a separate schedule for the additional directors.*

**OFFICERS' INFORMATION**

Under the Barbados Companies Act, a Secretary must be appointed. Appointment of other officers (President, Treasurer) is optional. To facilitate compliance with local laws, we strongly recommend the appointment of Trident Corporate Services (Barbados) Ltd as Secretary or Assistant Secretary.

If Trident is not appointed as the Secretary, please provide details of the Secretary to be appointed.

Name \_\_\_\_\_

Principal Residential Address \_\_\_\_\_

Nationality #1 \_\_\_\_\_

Passport Number #1 \_\_\_\_\_

Nationality #2 \_\_\_\_\_

Passport Number #2 \_\_\_\_\_

Telephone Number \_\_\_\_\_

Mobile Number \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_

If President is to be appointed, please provide details.

Yes  No

Name \_\_\_\_\_

Principal Residential Address \_\_\_\_\_

Nationality #1 \_\_\_\_\_

Passport Number #1 \_\_\_\_\_

Nationality #2 \_\_\_\_\_

Passport Number #2 \_\_\_\_\_

Telephone Number \_\_\_\_\_

Mobile Number \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_

If Treasurer is to be appointed, please provide details.

Yes  No

Name \_\_\_\_\_

Principal Residential Address \_\_\_\_\_

Nationality #1 \_\_\_\_\_

Passport Number #1 \_\_\_\_\_

Nationality #2 \_\_\_\_\_

Passport Number #2 \_\_\_\_\_

Telephone Number \_\_\_\_\_

Mobile Number \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_

**SHAREHOLDER'S INFORMATION**

A minimum of one shareholder is required.

Nominee Shareholder to be provided by Trident Corporate Services (Barbados) Ltd?  Yes  No

If no, the shareholder's details are

**Shareholder #1**

|                               |                               |
|-------------------------------|-------------------------------|
| Name                          | Number of Shares to be Issued |
| Principal Residential Address |                               |
| Nationality #1                | Passport Number #1            |
| Nationality #2                | Passport Number #2            |
| Telephone Number              | Mobile Number                 |
| Email                         | Occupation                    |

**Shareholder #2**

|                               |                               |
|-------------------------------|-------------------------------|
| Name                          | Number of Shares to be Issued |
| Principal Residential Address |                               |
| Nationality #1                | Passport Number #1            |
| Nationality #2                | Passport Number #2            |
| Telephone Number              | Mobile Number                 |
| Email                         | Occupation                    |

**Shareholder #3**

|                               |                               |
|-------------------------------|-------------------------------|
| Name                          | Number of Shares to be Issued |
| Principal Residential Address |                               |
| Nationality #1                | Passport Number #1            |
| Nationality #2                | Passport Number #2            |
| Telephone Number              | Mobile Number                 |
| Email                         | Occupation                    |

*If there are more than three shareholders, please include a separate schedule for the additional shareholders.*

**BENEFICIAL OWNERS' INFORMATION**

Local legislation requires that we are furnished with the names and addresses of the Ultimate Beneficial Owners of the Company (if different from the registered shareholders).

**Beneficial Owner #1**

Name \_\_\_\_\_

Principal Residential Address \_\_\_\_\_  
\_\_\_\_\_

Nationality #1 \_\_\_\_\_

Passport Number #1 \_\_\_\_\_

Nationality #2 \_\_\_\_\_

Passport Number #2 \_\_\_\_\_

Telephone Number \_\_\_\_\_

Mobile Number \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_

**Beneficial Owner #2**

Name \_\_\_\_\_

Principal Residential Address \_\_\_\_\_  
\_\_\_\_\_

Nationality #1 \_\_\_\_\_

Passport Number #1 \_\_\_\_\_

Nationality #2 \_\_\_\_\_

Passport Number #2 \_\_\_\_\_

Telephone Number \_\_\_\_\_

Mobile Number \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_

**Beneficial Owner #3**

Name \_\_\_\_\_

Principal Residential Address \_\_\_\_\_  
\_\_\_\_\_

Nationality #1 \_\_\_\_\_

Passport Number #1 \_\_\_\_\_

Nationality #2 \_\_\_\_\_

Passport Number #2 \_\_\_\_\_

Telephone Number \_\_\_\_\_

Mobile Number \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_

*If there are more than three beneficial owners, please include a separate schedule for the additional beneficial owners.*

**POLITICALLY EXPOSED PERSONS (PEPS)**

Please confirm whether any of the directors, officers, shareholders or ultimate beneficial owners or any of their immediate family members are, or at any time have been, a Politically Exposed Person – such as government officials, senior politicians, senior executives of state owned companies and their immediate family members or close associates.

Yes     No

If yes, please provide details.

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**SUMMARY OF DUE DILIGENCE REQUIREMENTS**

Please provide for any directors, officers, shareholders or ultimate beneficial owners (not provided by Trident), in addition to the description of nature and source of wealth elsewhere in this form, the following documents.

- **Certified copy of the passport.** This should include clear photo pages and other pages which confirm passport number, signature, place and date of birth. Certification must be by a suitable person such as a lawyer, accountant, bank manager, notary, etc. It is important that the certifier state that “this is a true copy of the original document” and legibly sign the document, indicating the date, his capacity/position and contact details.
- **Certified proof of the residential address.** A recent (within 3 months) utility bill, photocard driving licence, mortgage statement or other document confirming the residential address. If the original document is not submitted, a copy may be certified by a suitable person in the manner noted above.
- **Reference letter from a professional** (accountant, lawyer, bank reference) who knows the individual in a professional capacity. References should be current and state the name and residential address of the individual, date of birth and length of time (not less than one year) that the individual has been known to the referee. References should be specifically addressed to “Trident Corporate Services (Barbados) Ltd”, not to “To Whom It May Concern”.
- **Business resumé or curriculum vitae** indicating full contact details (name, address, telephone number, mobile number, fax number, email, etc.), educational background and qualifications obtained, details of employment history and business experience gained including current positions held.

If the director or shareholder is a corporate entity, provide certified Certificate of Incorporation; Articles and Documents of Incorporation; Certificate of Good Standing; Registers of Officers, Directors, Shareholders and Ultimate Beneficial Owners; Memorandum and Articles of Association; or Bylaws.

**Note:** All the above documents should be in English or be accompanied by an official English translation.



**DECLARATION**

I/We declare and affirm that the information provided herein is true and correct and that the assets to be introduced into the Company are from lawful sources and not deemed to be illegal within either the Beneficial Owners' country of origin, country of residence, or in Barbados. If requested to do so, we will provide Trident Corporate Services (Barbados) Ltd with any further evidence of verification of the identity or activities of any relevant individuals.

I/We declare and affirm that none of the Directors/Officers/Shareholders or Ultimate Beneficial Owners have ever been declared bankrupt or convicted of any criminal or fraudulent offence.

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**Completed By (please check)**

Intermediary/Introducer       Beneficial Owner

|              |       |
|--------------|-------|
| Name         | Title |
| Company/Firm | Email |
| Address      |       |
| Phone        | Fax   |
| Signature    | Date  |