



Company Incorporation Form

1. Company Name

Please list three names for the company in order of preference. We will use the first name that is approved. Please also insert your desired ending which must be chosen from the word(s) "Limited", "Corporation", "Incorporated", "Societe Anonyme", "Sociedad Anonima"; the abbreviations "Ltd", "Corp", "Inc", "S.A." or such other word(s) or abbreviations thereof.

First preference

Second preference

Third preference

Chosen Ending

2. Purpose of Company

BVI Legislation and International Standards dictates that we must have a full understanding of the company's activities. Please explain in detail the purpose, intended activities and typical assets. See examples below for guidance.

- For an Investment Holding Company, please specify the type of investments it will be holding, such as bonds , privately held shares in XYZ Limited (detailing the activity of XYZ Limited), or publicly traded securities (detailing custodian and value).
- For a consultancy or professional services company, please detail the typical services and customers.
- For a property holding company, please advise whether commercial or residential and provide the address.

3. Geographic Profile

Please detail all jurisdictions where the company intends to trade, hold assets or invest.

4. Share Capital

If authorized shares is less than or equal to 50,000, annual licence fee is \$450.00. If authorized shares exceeds 50,000 annual licence fee is \$1,200.00. Please indicated desired capital structure.

■ 50,000 shares of \$1.00 par value ☐ Yes ☐ No If No then indicate below.

■ Shares of par value (Insert "NO" if no par value shares desired)

■ Please state desired currency

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.

Should you have a complex structure please indicate below or advise in separate communication.

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. Ultimate Beneficial Owners (UBO), Shareholders, Directors and Other Connected Persons or Legal Entities (Relevant Individuals)

MONEY LAUNDERING LEGISLATION CURRENTLY IN FORCE IN THE BRITISH VIRGIN ISLANDS AND AMENDED FROM TIME TO TIME, IMPOSES DUTIES AND OBLIGATIONS REGARDING THE VERIFICATION OF IDENTITY OF APPLICANTS FOR BUSINESS WHICH CCP IS OBLIGATED TO UPHOLD. NON-COMPLIANCE MAY RESULT IN SEVERE FINES, PENALTIES AND IMPRISONMENT. TO THIS END PLEASE PROVIDE AT A MINIMUM FOR EACH RELEVANT INDIVIDUAL

- A NOTARISED OR CERTIFIED PASSPORT PICTURE PAGE
- A NOTARISED OR CERTIFIED PROOF OF PHYSICAL ADDRESS IN THE FORM OF A UTILITY BILL OR BANK STATEMENT

ANY RELEVANT INDIVIDUALS WHO ARE POLITICALLY EXPOSED PERSONS (PEPS), CITIZENS OF HIGH RISK COUNTRIES OR WHO OTHERWISE SCORE AS HIGH-RISK INDIVIDUALS IN OUR INITIAL RISK ASSESSMENT WILL TRIGGER A REQUEST FOR ADDITIONAL DUE DILIGENCE CONFIRMATIONS SUCH AS AN INDEPENDENT PROFESSIONAL REFERENCE OR BANK REFERENCE AND /OR ADDITIONAL DOCUMENTATION AS MAY BE DICTATED BY THE CIRCUMSTANCES

COPIES OF ANY EXECUTED POWERS OF ATTORNEY OR SIMILAR DOCUMENTS SHOULD BE PROVIDED

Relevant Individual #1

[UBO

☐

Shareholder

☐

Director

☐

Tick all the apply]

Shares to be issued (if applicable)

Date of Birth

Last Name

First Name(s)

Passport #

Nationality

Occupation

Physical Address

City

State

Country

Zip Code

US Citizen ? Yes

☐

No

☐

If Yes Insert TIN

If No Country of Citizenship

TIN

Politically Exposed Person? Yes

☐

No

☐

If Yes Provide Details Below

Relevant Individual #2

[UBO ☐ Shareholder ☐ Director ☐ Tick all the apply]

Shares to be issued(if applicable)

Date of Birth

Last Name

First Name(s)

Passport #

Nationality

Occupation

Physical Address

City

State

Country

Zip

US Citizen ? Yes

No

If Yes Insert TIN

If No Country of Citizenship

TIN

Politically Exposed Person? Yes

No

If Yes Provide Details Below

Relevant Individual #3

[UBO ☐ Shareholder ☐ Director ☐ Tick all the apply]

Shares to be issued (if applicable)

Date of Birth

Last Name

First Name(s)

Passport #

Nationality

Occupation

Physical Address

City

State

Country

Zip Code

US Citizen ? Yes

No

If Yes Insert TIN

If No Country of Citizenship

TIN

Politically Exposed Person? Yes

No

If Yes Provide Details Below

Relevant Individual #4

[UBO

☐

Shareholder

☐

Director

☐

Tick all the apply]

Shares to be issued (if applicable)

Date of Birth

Last Name

First Name(s)

Passport #

Nationality

Occupation

Physical Address

City

State

Country

Zip

US Citizen ? Yes

☐

No

☐

If Yes Insert TIN

If No Country of Citizenship

TIN

Politically Exposed Person? Yes

☐

No

☐

If Yes Provide Details Below

7. General Source of funds

BVI legislation mandates that we fully understand the source of funds. Please advise the total amount of funds expected to be injected into the company by all UBO's and give a general synopsis in the freeform box below. Note that each UBO is required to complete and submit a **"Supplementary Source of Funds and Tax Residence Declaration"**

Total amount of funds

Provide details of the overall composition of the funds to be injected in to the company

8. Location of Registers and Financial Records

8.2 Please provide the physical address where the original register of directors / members will be maintained

Insert "At RO/RA" if original records will be maintained at our offices. Please note that if the original registers are not maintained at our offices we must be notified of any change to a register within 15 days of the change. We must also be notified of any change in the location within 14 days of the change.

8.3 Please provide the physical address where the financial records will be maintained.

Insert "At RO/RA" if original records will be maintained at our offices (additional fees will apply). If not maintained at our office if the location at which the original financial records are maintained changes we 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 completion of the transaction or the termination of the business relationship to which they relate.

9 Declaration / Signatures

NOTE: Each UBO MUST submit a Supplementary Source of Funds and Tax Residence 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 do not derive from any criminal, illegal, money-laundering, terrorist, sanctions busting or other nefarious activities. If requested to do so, I/We will provide CCP with any further evidence as may be required of verification of the identity or activities of the Relevant Individuals and will promptly inform CCP of any changes in the shareholding, directors, officers or ultimate beneficial owners of the Company. I/We have read, accepted, and executed CCP's Standard Terms of Business.

Are there any other individuals or firms who are authorized to instruct CCP or request information about the company? Yes ☐ No ☐ **If Yes Provide Details Below**

Completed by (a UBO or Authorized Person)

Name: _____

Signature: _____ Date:_____