

This form can be filled in on a computer; please tick (✓) where appropriate.

LOCALLY INCORPORATED NON – LISTED COMPANIES

	Document	
1.	<p>A. A certified true copy of Certificate of Incorporation issued by the Registrar of Companies of Mauritius. OR</p> <p>B. An electronic certificate of incorporation (e-Certificate) issued by the Registrar of Companies of Mauritius. OR</p> <p>C. A certified true copy of Certificate of Registration by Continuation issued by the Registrar of Companies for foreign companies registered by continuation.</p>	<input type="checkbox"/>
2.	<p>A. Extract of file (dated less than 3 months) bearing the seal of the Registrar of Companies (manual or electronic). OR</p> <p>B. Particulars of Company at Incorporation for companies incorporated less than 3 months bearing the seal of the Registrar of Companies (manual or electronic) signed by any director or company secretary.</p>	<input type="checkbox"/>
3.	A certified true copy of Business Registration Card	<input type="checkbox"/>
4.	<p>Resolution (original or certified true copy), authorising the opening of accounts and giving the authority to the signatories (as well as listing the signatories' specimen signatures) for:</p> <ul style="list-style-type: none"> • the operation of the accounts; and • the signing of documents. <p>Resolution may be in the form of:</p> <p>a) A written resolution signed by all directors; or</p> <p>b) An extract of minutes signed by the Company Secretary or any director.</p>	<input type="checkbox"/>
5.	<p>CDD documents on all directors, authorized signatories, significant shareholders and beneficial owners, as follows:</p> <ul style="list-style-type: none"> • Original or certified true copy of a proof of identity in the form of a valid passport or identity card with clear photographic image, bearing the individual's specimen signature (Valid Driving Licence accepted for Non-Residents from Equivalent Jurisdictions). • Original or certified true copy of a proof of current permanent residential address dated less than 3 months. • A letter of reference from a reputable bank or other acceptable financial institution (dated less than 3 months) or letter of authority, for non-resident/non-citizen beneficial owners. • For non resident/ non-citizen significant shareholders and beneficial owners, a copy of curriculum vitae (CV), providing a clear indication of his/her profile (qualifications, work experience and timeframe related to same). 	<input type="checkbox"/>
6.	A Declaration of Beneficial Ownership of entity duly signed by any director/ company secretary or authorised signatories as per acts and deeds of the applicant.	<input type="checkbox"/>
7.	<p>A. A duly dated and signed business plan or certified true copy thereof, clearly detailing out the business activities of the Company and including the sources and application of funds and estimated volume of inflows and outflows. The business plan may be signed by either the Management Company, the Registered Agent, a director, the company secretary, an accountant or the beneficial owner.</p> <p>OR</p> <p>B. A certified true copy of the latest financial summary or audited accounts/financial statements.</p> <p>NOTE: For companies limited by guarantee (non-trading), a duly dated and signed statement of income & expenditure/financial summary (forecast for newly set up or less than 18 months).</p>	<input type="checkbox"/>
8.	A certified true copy of Company's Memorandum & Articles of Association or Constitution or a written confirmation attesting the non-adoption of a Constitution/ Memorandum & Articles of Association (where appropriate).	<input type="checkbox"/>

	Document	
9.	<p>A certified true copy of the licence, where company is licensed or regulated by relevant authorities (e.g. BoM, FSC, Ministry of Health & Quality of Life, Ministry of Tourism & Leisure, etc.), if applicable.</p> <p>NOTE: The license is mandatory for companies who are already in operation.</p>	<input type="checkbox"/>
10.	<p>A duly dated and signed shareholding structure (where appropriate), clearly mentioning the percentage shareholding interest held. The structure should go back to the ultimate beneficial owner(s).</p> <p>The document may be signed by either the Management Company, the Registered Agent, a director, the company secretary, an accountant or the beneficial owner.</p>	<input type="checkbox"/>
11.	Form "F2064 – Self Certification Form for Entities".	<input type="checkbox"/>
12.	<p><u>For companies holding accounts (currently or previously) with other banks:</u></p> <p>A bank reference letter (dated less than 3 months) and statements of accounts for the last 6 months are required. (Where applicable)</p>	<input type="checkbox"/>