

# ORDER FORM (IBC) BELIZE INTERNATIONAL BUSINESS COMPANY

## **COMPANY NAME**

Some sensitive words may not be used in the name of a Belize IBC. These are: Assurance, Bank, Insurance, Foundation, Building Society, Chamber of Commerce, Chartered, Cooperative, Imperial, Trust, Municipal, Royal or any words of similar meaning. Words that suggest the patronage of Her Majesty Queen of England, the British Royal Family, the Government of Belize may not be used. The name of the Belize IBC must end with any of the words Limited, Corporation, Incorporated, Society Anonyme, Sociedad Anonima, Aktiengesellschaft or the respective abbreviations Ltd, Corp, Inc, SA, AS or AG.

Shelf company:

New registration: 1st choice

2<sup>nd</sup> choice 3<sup>rd</sup> choice

## **ACTIVITIES**

Standard IBC documents include a general objects clause which is to engage in any act or activity that is not prohibited under any law for the time being in force in Belize, except that the company shall not carry on any banking, insurance, reinsurance or trust business and subject to specific limitations as set forth by the Belize International Business Companies Act. If, in addition to that, You wish to separately state or emphasise a particular activity, please specify here.

Use standard wording of Company activities.

Use specific wording of Company activities, as specified below:

## **SHARE CAPITAL**

The standard authorised share capital is \$ 50'000.

The Government duties payable are as follows:

- \$ 100 for companies with authorised capital of up to \$ 50'000.
- \$ 350 for companies with capital divided into no-par-value shares.
- \$ 1000 for companies with authorised capital exceeding \$ 50'000.

Register standard authorised share capital (\$50'000).

Register other amount of authorised share capital:

\$ divided into shares of \$

Register no-par-value capital divided into

shares.

## **SHAREHOLDERS**

Shareholder information is not registered by the Registrar of Companies in Belize. However, such information must be registered and kept up-to-date by the Registered Agent. Services of Nominee Shareholder(s) are available. All Share Certificates issued as Bearer Shares must remain in custody with the Registered Agent.

Nominee Shareholder is required.

Issue shares as Bearer Shares. (Will remain in custody of the Registered Agent!) Issue / transfer shares to the following shareholders:

Shareholder 1 Shareholder 2 No. of Shares No. of Shares Full Name Full Name Address Address Nationality Nationality ID or Reg.Nr. ID or Reg.Nr. Shareholder 4 Shareholder 3 No. of Shares No. of Shares Full Name Full Name Address Address Nationality Nationality ID or Reg.Nr. ID or Reg.Nr.

If there are more than four shareholders, please indicate full information for each shareholder.

## **DIRECTORS**

Director information is not registered by the Registrar of Companies in Belize. However, such information must be registered and kept up-to-date by the Registered Agent. Minimum of one Director is required. Corporate Directors are permitted. Services of Nominee Director are available.

Appoint Nominee Director.

Appoint the following as Director(s).

<u>Director 1</u> Director 2

Full Name Full Name

Address Address

Nationality
ID or Reg. Nr

ID or Reg.Nr.

<u>Director 3</u> <u>Director 4</u>

Full Name Full Name

Address Address

Nationality Nationality ID or Reg. Nr. ID or Reg. Nr

Appoint Nominee Director TOGETHER with the Director(s) listed above.

If there is more than one director, please copy the data fields from above to indicate full information for each Director.

## **SECRETARY**

This is an optional service. A Company Secretary is responsible for keeping up-to-date the corporate registries (Registry of Directors and Registry of Shareholders), recording the corporate minutes and resolutions, cosigning corporate documents and mandates (for example, co-signing the bank account opening forms), preparing certified copies and excerpts from the corporate documentation.

Appoint Secretary as provided by Fidelity Overseas Ltd. Appoint the following as Company Secretary:

Full Name Address Nationality ID or Reg. Number

#### **POWERS OF ATTORNEY**

(!) ONLY IF the Nominee Director has been selected, in order to enable some or all of the operational functions of the company to be carried out by the client, Powers of Attorney can be issued to the client or any other person(s) designated by the client. If You wish Powers of Attorney to be issued, please indicate here to whom.

Full Name Nationality

Personal ID or passport number

Standard wording of the Power of Attorney.

Restricted wording, limited to specific operations only – please indicate:

If there is more than one person to be appointed, please copy the data fields from above to indicate full information for each person to be appointed.

## **CORPORATE SEAL**

The Belize International Business Companies Act requires that each IBC has a Corporate Seal. The impression of the Seal must be kept by the Registered Agent of the Company.

Please produce and provide the Corporate Seal We will obtain the Seal ourselves, and will provide You with its impression.

## **LEGALISATION OF DOCUMENTS**

Most official organisations - like banks, business and property registrars, courts, government offices - usually require that all foreign documents be legalised by The Hague Convention 1961 ("Apostille") procedure. Therefore, it is recommended that company documents are notarised and legalised for international use by this procedure.

Please provide the following additional legalisation for the Company documents:

Original Certificate of Incorporation by Apostille
Set of certified copies of primary documents by Notary and Apostille
Power(s) of Attorney by Notary and Apostille
Other by Notary by Apostille

## **OTHER INSTRUCTIONS**

## **DELIVERY**

Please note that deliveries by courier can not be made to PO boxes. To order delivery by courier, a contract person and an telephone needs to be indicated.

Please deliver the company documents

by courier, or leave in custody pick up personally within 6 months

to CLIENT as indicated in the next chapter, or to the following recipient

Full Name Address Contact telephone

## **ORDERING CLIENT (BENEFICIAL OWNER)**

(!) We are obliged by the law to know and be able to identify our client and the beneficial owner of the company. This information is only for our internal file and will be kept confidential at all times, subject to the applicable laws. This information is NOT part of any public record. We will consider the person(s) indicated in this field to be our client(s) and the beneficial owner(s) of the company hereby ordered. We will not take any further instructions in regards of this company from any other persons except the one(s) indicated here.

Beneficial Owner 1		Beneficial Owner 2	
Full Name		Full Name	
Ownership in the company	%	Ownership in the company	%
Nationality		Nationality	
Residential address		Residential address	

Telephone Telephone Fax Fax Email Email

Beneficial Owner 3 Beneficial Owner 4

Full Name Full Name

Ownership in the company % Ownership in the company %

Nationality Nationality

Residential address Residential address

Telephone Telephone

Fax Fax Email Email

If there is more than four beneficial owners, please provide full information for each individual.

## OTHER INDIVIDUALS AUTHORISED TO GIVE INSTRUCTIONS

If You wish to empower other person(s) with the right to give us instructions in regards this Company, please indicate below. Unless such person(s) are indicated, we will only take further instructions from the beneficial owner(s), as listed above.

Full Name

Nationality

Date of birth

Telephone

Fax

# Email

If there is more than one individual please copy and duplicate the respective data field to indicate full information for each individual.

## **DUE DILIGENCE INFORMATION**

- (!) Upon proceeding with Your incorporation order, You will be contacted by our compliance manager and You will be asked to provide some documents proving Your identity and status. As we are required by the law to properly identify and know our clients, we are under obligation to ask this. All personal information and documents You provide to us will remain confidential and will NOT become part of any public record.
- (!) Please download and read our Terms & Conditions, complete as indicated, and make it signed by all Clients (Beneficial Owners).
- (!) The following information will NOT be part of public record and will NOT be included in the incorporation documents of Your company. We are obliged by the law to request and have this information on our own file:

PLEASE STATE CLEARLY THE EXACT NATURE OF YOUR INTENDED BUSINESS Please be as specific as possible. General statements like "trading in goods" would not be acceptable!

## PLEASE LIST THE COUNTRIES OR GEOGRAPHICAL AREAS OF YOUR BUSINESS

Please send to us, at address indicated below:

- this Order Form, completed and signed
- the Terms and Conditions, completed and signed
- the Due Diligence documents, as advised by our compliance manager

Address for shipments by courier and airmail: Fidelity Overseas Ltd., Suite 508, Marina Towers, Newton Barracks, Belize City, Belize, Central America