

# Companies (Special Licence)

## Application Form



### FINANCIAL SERVICES AUTHORITY

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Seychelles

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**Version: 16<sup>th</sup> February 2022**

# CSL Application Form

## Instructions for Completing the Application Form

- Applicants are advised to refer to the Companies (Special Licenses) Act, 2003 and the Guidelines for Companies (Special Licence) when completing the application form.
- The form should be completed in English and the answers to ALL questions should be TYPED or written in INK and in BLOCK LETTERS. Any documents submitted in any other language are required to have a certified English translation appended.
- No question should be left unanswered. Where the Applicant believes that a question does not apply, the Applicant should write “**Not Applicable**” or “**N/A**”.
- If there is insufficient space to answer a question, additional information may be provided on an attachment page and identify the continuation of an answer by stating the question number.
- All dates should be completed in the form: Day / Month / Year
- If there are any changes in the information furnished in the application prior to the completion of the review of this application, the Authority should be notified immediately.
- The Authority requires that forms are completed in its entirety. The Authority shall return forms that are incomplete or does not disclose full information and as such, this may result in delays.
- This application form must be accompanied by the documents specified in the check-list.
- The completed application form and any supporting material, should submitted to:

The Chief Executive Officer  
Financial Services Authority  
P.O BOX 991  
Bois de Rose Avenue  
Victoria  
Mahé  
Seychelles  
**Attn: Fiduciary Supervision Section**

*NOTE: Failure to disclose and submit all necessary information may lead to the Authority rejecting the application*

# CSL Application Form

## 1. Applicant's Details

Name of Company	
Address of registered office in Seychelles	

## 2. Secretary's Details

Name of Secretary	
ICSP Licence Number of Secretary	
Address of Registered Office	
Telephone	
Fax	
Email	

## 3. The application for a Special Licence is being made by (please select accordingly):

(a) A new company to be incorporated under the Companies Act, 1972	<input type="checkbox"/>
(b) An existing company under the Companies Act, 1972	<input type="checkbox"/>
(c) A company converting under the International Business Companies Act, 2016	<input type="checkbox"/>
(d) A foreign company continuing in Seychelles	<input type="checkbox"/>

## 4. If the Company exists already, please indicate:

Country of Incorporation / Registration	
Date of Incorporation / Registration	

# CSL Application Form

## 5. Corporate Details

### Director 1

Name	
Passport No.	
Residential Address	

### Director 2

Name	
Passport No.	
Residential Address	

### Director 3

Name	
Passport No.	
Residential Address	

### Director 4

Name	
Passport No.	
Residential Address	

### Shareholder 1

Name	
Passport No./ Company No.	
Address	

### Shareholder 2

Name	
Passport No./ Company No.	
Address	

### Shareholder 3

Name	
Passport No./ Company No.	
Address	

### Shareholder 4

Name	
Passport No./ Company No.	
Address	

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## 6. Business Activities

Please provide a description of each business activity that the company proposes to engage in.

### Declaration by Secretary

*I certify that the information provided above is complete and correct to the best of my knowledge and belief. I understand and accept that the Financial Services Authority (the "Authority") may wish to make enquiries – both now and on a continuing basis – to satisfy itself as to my initial and continuing fitness and properness. Accordingly, I authorize the named in this Questionnaire, together with any other person, body or institution (including the Police), which the Authority may approach, to provide such information, as the Authority believes may be relevant to its assessment.*

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

# CSL Application Form

## Application Checklist

### **Application made by new companies under the Companies Act, IBCs or foreign companies**

Have all the blank spaces in the Application Form been filled out?	<input type="checkbox"/>
Has the Application Form been signed and dated by the Secretary?	<input type="checkbox"/>
Have 3 copies of the Memorandum and Articles of Association been enclosed?	<input type="checkbox"/>
Have the Memorandum and Articles of Association been duly signed and dated?	<input type="checkbox"/>
Have 3 copies of each Declaration of Consent by Director been enclosed?	<input type="checkbox"/>
Have 3 copies of the Declaration of Consent by Secretary been enclosed?	<input type="checkbox"/>
Have 3 copies of the Declaration of Registered Address been enclosed?	<input type="checkbox"/>
Has a copy of the Name Reservation Certificate been enclosed?	<input type="checkbox"/>
Have 3 copies of the Articles of Continuation been enclosed? (in the case of a foreign company)	<input type="checkbox"/>
Are the articles of continuation in accordance with section 16(1)(b) of the CSL Act, 2003?	<input type="checkbox"/>
Has an extract of the special resolution under section 194(2) of the IBC Act been enclosed (in the case of an IBC)	<input type="checkbox"/>
Has a Certificate of Good Standing issued under the IBC Act been enclosed (in the case of an IBC)	<input type="checkbox"/>
Has a Declaration of Compliance under section 194(3)(d) of the IBC Act been enclosed (in the case of an IBC)	<input type="checkbox"/>
Has the Application Fee (US\$ 200) been enclosed?	<input type="checkbox"/>

## Application Checklist

### **Application made by existing companies under the Companies Act**

Have all the blank spaces in the Application Form been filled out?	<input type="checkbox"/>
Has the Application Form been signed and dated by the Secretary?	<input type="checkbox"/>
Has a certified copy of the company's certificate of incorporation been enclosed?	<input type="checkbox"/>
Has a certified copy of the company's Memorandum and Articles of Association been enclosed?	<input type="checkbox"/>
Has a certificate of good standing issued under the Companies Act, 1972 been enclosed?	<input type="checkbox"/>
Has a certified copy of the particulars of directors of the company been enclosed?	<input type="checkbox"/>
Has a certified copy of the particulars of the secretary of the company been enclosed?	<input type="checkbox"/>
Has a certified copy of the notice of the situation of the registered office of the company been enclosed?	<input type="checkbox"/>
Has the Application Fee (US\$ 200) been enclosed?	<input type="checkbox"/>