



## EXCHANGE CONTROL DEPARTMENT

### Designation of Legal Entities

#### *Companies*

- i. a copy of the company's Certificate of Incorporation/Registration; and
- ii. a copy of the Bahamas Investment Authority's approval of the company's activities and non-Bahamian shareholders.

#### *Individual Shareholders*

- i. a copy of the relevant pages of the passport for each shareholder; and
- ii. documentation to confirm the Bahamas immigration status, if applicable, for each shareholder.

#### *Corporate Shareholders*

- i. a copy of the corporate shareholder's Certificate of Incorporation/Registration;
- ii. a copy of the relevant pages of the passport for the company's shareholders and ultimate beneficial owners (if different); and
- iii. documentation to confirm the Bahamas immigration status, if any, for each shareholder and ultimate beneficial owner (if different).

#### *Partnerships (whether seeking designation or a shareholder in entity being designated)*

- i. a copy of the partnership's Certificate of Formation;
- ii. a copy of the relevant pages of the passport for each partner; and
- iii. documentation to confirm each partner's Bahamas immigration status, if applicable.

#### *Trusts (whether seeking designation or a shareholder in entity being designated)*

- i. a copy of the trust formation document;
- ii. a copy of the relevant pages of the passport for each settlor, trustee and beneficiary;
- iii. documentation to confirm the Bahamas immigration status, if any, for each settlor, trustee and beneficiary;
- iv. documentation to confirm that the corporate trustee is a regulated entity (required for professional corporate trustees – other than Central Bank licensees), if applicable; and

- v. a copy of the Certificate of Incorporation (corporate beneficiary).

***Other Entities (whether seeking designation or a shareholder in entity being designated)***

- i. a copy of the entity's formation document;
- ii. a copy of the relevant pages of the passport for the entity's owner(s); and
- iii. documentation to confirm the Bahamas immigration status for the entity's owner(s), if applicable.

***Loan Financing***

- i. a copy of the loan agreement; and
- ii. a copy of the Bahamas Investment Authority's approval for any local assets to be pledged as security to a foreign lender, if applicable.

***Loan Financing: Individual Lender***

- i. a copy of the relevant pages of the lender's passport;
- ii. documentation to confirm the lender's Bahamas immigration status, if applicable; and
- iii. a copy of a financial reference letter evidencing the proposed lender's ability to extend the loan facility.

***Loan Financing: Unregulated Corporate Lender***

- i. a copy of the Certificate of Incorporation/Registration;
- ii. a copy of the proposed lender's most recent audited financial statements; and
- iii. a copy of the offering document/prospectus for any proposed debenture.

***Foreign Contractors***

- i. a copy of the work contract/agreement;
- ii. a copy of the foreign contractor's local business licence; and
- iii. a copy of any other government licence(s) required with respect to the contracted works.

***Foreign Contractors: Work to be performed for an Individual***

- i. a copy of the relevant pages of the passport of the individual for whom work will be performed; and
- ii. documentation to confirm the Bahamas immigration status, if any, for the individual contractee.

***Foreign Contractors: Worked to be performed for a Corporate Entity***

- i. a copy of the Certificate of Incorporation/Registration;
- ii. a copy of the relevant pages of the passport for each of the entity's shareholders; and
- iii. documentation to confirm the Bahamas immigration status, if any, for each shareholder.

**Local Capital Assets - Shares:** a copy of the share register or share certificates indicating entity as shareholder

**Local Capital Assets – Real Estate**

- i. a copy of the recorded conveyance in the entity's favour; and
- ii. a copy of the Bahamas Investments Board Permit/Certificate of Registration in the entity's favour.

**Purchase/Lease of Local Real Estate**

- i. a copy of the sales/lease agreement;
- ii. a copy of the Bahamas Investments Board Permit/Certificate of Registration in the entity's favour;
- iii. a copy of the recorded conveyance in favour of the vendor/lessor; and
- iv. a copy of the Bahamas Investments Board Permit/Certificate of Registration the vendor/lessor's favour.

**Purchase/Lease of Local Real Estate (Individual Vendor/Lessor)**

- i. a copy of the relevant pages of the individual's passport; and
- ii. documentation to confirm the vendor/lessor's Bahamas immigration status, if applicable.

**Purchase/Lease of Local Real Estate (Corporate Vendor/Lessor)**

- i. a copy of the entity's Certificate of Incorporation/Registration;
- ii. a copy of the relevant pages of the passport for each shareholder; and
- iii. documentation to confirm the Bahamas immigration status, if any, for each shareholder.