**Foreign Investment Certificate Application Form for Renewal and Amendment**

**Foreign Investment Act (FIA) 2000**

1. **BUSINESS INFORMATION & REQUEST**

|  |  |
| --- | --- |
| **Business Name:** |  |
| **Trading Name:** |  |
| **Request for:** | **Renewal of FIC Amendment of FIC** |

Please fill in the box below;

List all business activities and locations in the table provided;

|  |  |
| --- | --- |
| **Approved Business Activity & Trading Name** | **Location** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Please provide your updated contact details for ease of communication;

|  |  |  |  |
| --- | --- | --- | --- |
| **Contact Person** | **Position** | **Telephone Number** | **Email Address** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

State your amendment request and specify:

|  |  |  |
| --- | --- | --- |
|  | Change in Registered Name |  |
|  | Change in Shareholding Details |  |
|  | Change in location/Relocation |  |
|  | Additional activity |  |
|  | Removal of activity |  |
|  | Others (please specify) |  |

1. **REQUIREMENTS FOR RENEWAL AND AMENDMENT**

The requirements below are mandatory for renewal or amendment of your Foreign Investment Certificate;

|  |  |
| --- | --- |
|  | For Renewal, the Status Report must be submitted to the Ministry for assessment (preferably typed on a separate page with the business letterhead) |
|  | Renewal Application fee of SAT$50 |
|  | For Amendment: Change in Registered Name and Shareholding Details - AO will check against the online business registry (Company extract and certificate of incorporation) |
|  | For Amendment: Change in Location – Applicant is required to submit a new site map indicating the new location together with the lease/rental agreement with the landlord |
|  | For Amendment: Additional activity – Applicant to ensure that the new activity is not listed under the reserved list. |
|  | For Amendment: Removal of activity – Applicant must ensure to notify the ministry of any removal of activity that is no longer operating |
|  | Amendment application fee of SAT$70 |

Other fees to be noted:

* SAT$50 fee for inspection of a Foreign Investment Register and SAT $5 fee for one copy of FIC

1. **DECLARATION**

I declare that the information provided is original and true. I understand that the deliberation of providing any false details will result in the cancellation of this application and my prosecution under the Foreign Investment Act 2000; **YES  NO**

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

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

1. **FOR OFFICIAL USE ONLY**

**Submitted by:**

**Receiving Officer:**

**Assessing Officer:**

**Receipt Number:**

**Date:**