

# Entity Declaration Form

## Overview

The Entity Declaration Form (the 'EDF') is to be populated by every applicant applying for a licence, entities applying to be included in a Corporate License as Corporate Entities, any holding companies, or any entities providing loans and/or funding to the entity applying for a license. Entities holding the role of corporate directors within licensees/prospective applicants or other entities within the structure will also need to fill in the Entity Form.

Upon submission of the EDF, the applicant confirms that he/she is aware that various Sections of the application must be re-populated upon licence renewal and/or upon the request of the Authority and/or at any interval specified within the applicable rules and regulations and/or if there are any changes in the information provided.

## Some points to remember while filling out the Entity Declaration Form:

- All answers must be completed in English. Documents provided in other languages must have an English translation attached thereto.
- Documents that are not in English Language should be translated. The translation needs to be dated, signed and certified by an independent person of proven competence confirming a faithful translation of the original.
- Use N/A in response to any question which is not applicable.
- Hard copy declaration documents are to be signed and submitted to the Authority in original, and not attached within 'Portal'.
- The Authority reserves the right to request additional information. Failure to provide any information when requested by the Authority may result in the application being delayed or otherwise determined based on the information available to the Authority at the time which may affect the outcome of the application.
- The EDF shall not be accepted unless all relevant parts have been completed and the required documents submitted in full.

## Application Enclosure Requirements

1. Certification of Registration (of all group companies in the case of Corporate Licence holders/applicants)
2. Memorandum of Articles and Association
3. Share Register (If not included within the Memorandum of Articles and Association)
4. Declaration of Source of Funds and supporting evidence, in case the Entity shall be financing in, or investing into a Licensee or prospective applicant.

5. Declaration of Start-Up (Applicable only to prospective applicants who qualify under the Start-up Directive)
6. Latest Company Structure/Shareholding Structure Diagram showing equity and control percentages, signed by a company director, dated within the last six months. The Structure should show all holding companies up to the Ultimate Beneficiary Owners. (Not mandatory for holding companies)

#### **Certification of Document Note:**

Where documents are to be certified as true copies, certification must be carried out by an independent natural person who is authorised to do so under the laws of a reputable jurisdiction, such as a legal professional, accountancy professional, notary or Registrar of Companies or other registry (or equivalent). The certifier must make a written statement in the English Language confirming that the document is a true copy of the original document and that he/she has seen and verified the original document. Furthermore, the certified true copy must be dated and must include the full name, designation and contact details of the certifier.

If the document is composed of more than one page the certifier can either:

- certify each page individually; or
- certify the top of the first page and add a statement detailing the number of pages of the original document seen.

#### **Translations of Document Note:**

When document translations are provided to the Authority, they must be certified translations confirming that the document is a true translation from the original language and must include the full name, signature and contact details of the translator.