

## ESTABLISHMENT FORM

## GUIDANCE NOTES &amp; DEFINITIONS

**Certified Copy Passport**

Certified copy of passports are required (photo and pages which confirm signature, date and place of birth ) of the Founder, Protector (if any), Council Members (if any) and Beneficiaries. Certification must be by a suitable person such as a lawyer, accountant, a director or manager of a regulated financial institution, a notary public, a member of the judiciary, a senior civil servant or a serving police officer.

The certifier should legibly sign the copy document and clearly indicate his capacity or position on it and, in the case of a passport, must state that the photograph bears a true likeness of the bearer. Please note that all copy documents provided to us should be clearly legible, particularly those documents containing photographs and signatures.

**Proof of Address**

This requirement may be fulfilled by providing a recent utility bill, current year local tax authority bill, current photocard driving licence (provided it contains the individual's relevant address), bank, building society or credit union statement or passbook containing current address or most recent original mortgage statement from a recognised lender. Any copy document must be certified by either a lawyer, banker or other regulated person and must be legible.

**Reference**

References are required from two independent professionals who know the Founder (one reference in respect of the Protector) in a professional capacity (not simply an acquaintance). For example, a lawyer, accountant or a director or manager of a regulated financial institution. The reference should state the full name of the Founder/ Protector, full residential address, date of birth and the length of time (not less than one year) that the referee has known the Founder/Protector.

References provided should be current, i.e. not older than one month.

The reference should be addressed to Trident Corporate Services (Bahamas) Limited. References addressed "To Whom it may Concern" are not acceptable.

**ESTABLISHMENT FORM**
**PURPOSE OF THE FOUNDATION**

- Proposed name of the Foundation.
- Please provide two alternatives in order of preference.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Please explain the purpose for which the Foundation is to be established.

\_\_\_\_\_

**PROFESSIONAL INTERMEDIARY CONTACT INFORMATION**

Company/Firm/Individual \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Name of Contact Person \_\_\_\_\_

Type of Organisation  Law Firm  Accounting Firm  Bank  Other (please provide details)

If the intermediary is regulated/licensed by a supervisory authority, please provide the name of the authority and the intermediary's licence/registration number.

Name of Authority \_\_\_\_\_

Licence/Registration Number \_\_\_\_\_

**FOUNDER INFORMATION**

Note: This refers to the person who establishes the Foundation.

Name \_\_\_\_\_

Residential Address \_\_\_\_\_  
(including post code)

Contact telephone numbers \_\_\_\_\_ Contact fax numbers \_\_\_\_\_

Home \_\_\_\_\_ Home \_\_\_\_\_

Work \_\_\_\_\_ Works \_\_\_\_\_

Mobile \_\_\_\_\_

Email Home \_\_\_\_\_ Work \_\_\_\_\_

Nationality \_\_\_\_\_ Occupation \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

## ESTABLISHMENT FORM

How should we contact you? (Please click or tick box as appropriate.)

- Through intermediary    Mail to home address    Telephone    Facsimile    Email  
 Other (please provide details)

Address in The Bahamas for service of documents: *(if other than Trident Corporate Services (Bahamas) Ltd)*

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If different from Section B, please provide the contact details of the professional organisation that has provided the Founder with legal/tax advice. Please note that we may require a copy of this advice for compliance purposes.

Name of Professional Organisation

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Address

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Phone

Fax

---

Email

---

Name of contact person

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How were you referred to Trident Trust?

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Please provide the following documentation for the Founder: (Please see Guidance Notes & Definitions for an explanation of the items required.)

- Certified copy passport
- Proof of address
- References from two professionals

**FOUNDATION COUNCIL INFORMATION (If Applicable)**

Name

---

Address

---

Phone

Fax

---

Email

---

Name

---

Address

---

Phone

Fax

---

Email

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In respect of each Council member, please provide the following documentation. (Please see Guidance Notes & Definitions for an explanation of the items required.)

- Certified copy passport
- Reference from a professional

## ESTABLISHMENT FORM

**PROTECTOR INFORMATION (If Applicable)**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

In respect of the Protector, please provide the following documentation. (Please see Guidance Notes & Definitions for an explanation of the items required.)

- Certified copy passport
- Reference from a professional

**BENEFICIARY INFORMATION****Beneficiary 1**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Nationality \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

**Beneficiary 2**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Nationality \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

**Beneficiary 3**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Nationality \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

## ESTABLISHMENT FORM

**Beneficiary 4**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Nationality \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

In respect of each Beneficiary, please provide the following documentation. (Please see Guidance Notes & Definitions for an explanation of the items required.)

- Certified copy passport

**FOUNDATION PERIOD**

Please specify the period for which the Foundation is to be established. If not stated, it will be considered "indefinite".

\_\_\_\_\_

**FOUNDATION ASSETS**

Please identify the value of the initial assets that will be transferred to the Foundation. (Please note that the minimum amount is US\$10,000.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please provide details of the origin and source of the assets to be held by the Foundation. (We may seek documented confirmation of the source of the initial and subsequent funds and we reserve the right to request the provision of such.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are some of the assets shares in a company?  Yes  No

If yes, please provide the information on the business of each company:

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

## ESTABLISHMENT FORM

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

For each company, please also provide

- Register of Directors & Officers
- Register of Members
- Financial statements for the company

**OTHER INFORMATION**

Please provide below any additional information you consider appropriate for the establishment of the Foundation.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DECLARATION**

We declare and affirm that the information provided herein is true and correct and that the assets to be introduced/ settled into the Foundation are from lawful sources and not deemed to be illegal or immoral either in the Founder's/ Founders' country of origin or country/countries of ordinary residence. If requested to do so, we will provide Trident Trust with any further evidence of verification of the identity or activities of any relevant individuals.

**Completed by**

Name \_\_\_\_\_ Title \_\_\_\_\_

Capacity \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please contact any Trident Trust office worldwide for further information.  
Office contact details are included on the following page.

Trident Corporate Services (Bahamas) Ltd  
Kings Court, Bay Street  
PO Box N-3944, Nassau, Bahamas  
Tel +1-242-322-6154  
Fax +1-242-328-1064  
bahamas@tridenttrust.com

**EUROPE**
**GUERNSEY**
**Trident Trust Company (Guernsey) Ltd**

Tel +44-1481-727571  
 Fax +44-1481-723162  
 guernsey@tridenttrust.com

**ISLE OF MAN**
**Trident Trust Company (IOM) Ltd**

Tel +44-1624-646700  
 Fax +44-1624-620588  
 iom@tridenttrust.com

**JERSEY**
**Trident Trust Company Ltd**

Tel +44-1534-733401  
 Fax +44-1534-727195  
 jersey@tridenttrust.com

**LUXEMBOURG**
**Trident Trust Company (Luxembourg) Sàrl**

Tel +352-26-30-28-48  
 Fax +352-26-30-28-49  
 luxembourg@tridenttrust.com

**Trident Corporate Services (Luxembourg) Sàrl**

Tel +352-26-30-27-81  
 Fax +352-26-30-27-82  
 corporate.luxembourg@tridenttrust.com

**SWITZERLAND**
**Trident Corporate Services AG**

Tel +41-44-396-1080  
 Fax +41-44-396-1081  
 switzerland@tridenttrust.com

**UNITED KINGDOM**
**Trident Trust Company (UK) Ltd**

Tel +44-20-7935-1503  
 Fax +44-20-7935-7242  
 uk@tridenttrust.com

**Trident Company Services (UK) Ltd**

Tel +44-20-7487-0460  
 Fax +44-20-7487-0461  
 corpsservices@tridenttrust.com

**THE AMERICAS/  
 CARIBBEAN**
**BAHAMAS**
**Trident Corporate Services (Bahamas) Ltd**

Tel +1-242-322-6154  
 Fax +1-242-328-1064  
 bahamas@tridenttrust.com

**BARBADOS**
**Trident Corporate Services (Barbados) Ltd**

Tel +1-246-431-0760  
 Fax +1-246-431-0591  
 barbados@tridenttrust.com

**BRITISH VIRGIN ISLANDS**
**Trident Trust Company (BVI) Ltd**

Tel +1-284-494-2434  
 Fax +1-284-494-3754  
 bvi@tridenttrust.com

**CAYMAN ISLANDS**
**Trident Trust Company (Cayman) Ltd**

Tel +1-345-949-0880  
 Fax +1-345-949-0881  
 cayman@tridenttrust.com

**NEVIS**
**Meridian Trust Company Ltd**

Tel +1-869-469-1333  
 Fax +1-869-469-0968  
 nevis@tridenttrust.com

**PANAMA**
**Trident Trust (Panama) S.A.**

Tel +507-302-7494  
 Fax +507-302-7497  
 panama@tridenttrust.com

**UNITED STATES**

*New York*

**Trident Corporate Services, Inc**

Tel +1-212-840-8280  
 Fax +1-212-944-5923  
 nyc@tridenttrust.com

*Atlanta*

**Trident Corporate Services, Inc**

Tel +1-404-233-5275  
 Fax +1-404-233-9629  
 usa@tridenttrust.com

**US VIRGIN ISLANDS**
**Trident Trust Company (VI) Ltd**

Tel +1-340-774-7322  
 Fax +1-340-776-0651  
 usvi@tridenttrust.com

**ASIA/PACIFIC**
**HONG KONG**
**Trident Corporate Services (Asia) Ltd**

Tel +852-2805-2000  
 Fax +852-2850-4090  
 hongkong@tridenttrust.com

**NEW ZEALAND**
**Trident Trust Company (NZ) Ltd**

Tel +64-9-300-6067  
 Fax +64-9-366-1482  
 nz@tridenttrust.com

**SINGAPORE**
**Trident Trust Company  
 (Singapore) Pte Ltd**

Tel +65-6304 3288  
 Fax +65-6491 1231  
 singapore@tridenttrust.com

**MIDDLE EAST/  
 AFRICA**
**CYPRUS**
**Trident Trust Company (Cyprus) Ltd**

Tel +357-258-20-650  
 Fax +357-253-61-857  
 cyprus@tridenttrust.com

**Trident Fiduciaries (Middle East) Ltd**

Tel +357-253-53-520  
 Fax +357-258-18-808  
 fiduciariesme@tridenttrust.com

**DUBAI**
**Trident Trust Company (UAE) Ltd**

Dubai Branch  
 Tel +971-4-321-2444  
 Fax +971-4-321-9044  
 dubai@tridenttrust.com

**MAURITIUS**
**Trident Trust Company (Mauritius) Ltd**

Tel +230-210-9770  
 Fax +230-210-1266  
 mauritius@tridenttrust.com

**SEYCHELLES**
**Trident Trust Company  
 (Seychelles) Ltd**

Tel +248-422-000  
 Fax +248-422-010  
 seychelles@tridenttrust.com