

**FORM 2
INSTRUCTIONS ON REVERSE**



**JAMAICA
THE COMPANIES ACT
DECLARATION OF COMPLIANCE**

(Pursuant to section 13 (2))

1. NAME OF COMPANY

1A. COMPANY FAX NUMBER

1B. TYPE OF COMPANY:

PRIVATE

PUBLIC

2. I, _____

(PRINT NAME)

(STATE FULL RESIDENTIAL / BUSINESS ADDRESS)

do solemnly and sincerely declare as follows:

3. I am an Attorney -at - Law of the Supreme Court of Jamaica engaged in the formation of the company named herein;

I am a person named in the Articles of Incorporation as a director or secretary of the company named herein or

I am a member of the Institute of Chartered Secretaries & Administrators engaged in the formation of the company named herein.

(INDICATE CAPACITY)

4. To the best of my knowledge and belief, all the requirements of the Companies Act, in respect of matters precedent to the formation and incorporation of a company have been complied with and I make this solemn declaration conscientiously believing the same to be true and by virtue of the Voluntary Declarations Act.

5. **TAKEN AND ACKNOWLEDGED by**)
the said)
at)
in the parish of) _____
this **day of**)
Before me:)

JUSTICE OF THE PEACE
for the parish of:

NOTARY PUBLIC

COMMISSIONER OF OATHS

(INDICATE CAPACITY)

6. FILED BY:

| | | | |
|------------------------|--------------------|--|--|
| NAME: | | | |
| ADDRESS: | STREET | | |
| | TOWN | | |
| | POST OFFICE | | |
| | PARISH | | |
| E-MAIL ADDRESS: | | | |
| CONTACT NUMBER: | | | |
| FAX NUMBER: | | | |

7. TAXPAYER REGISTRATION NUMBER OF PERSON MAKING THE DECLARATION

| | |
|---|--|
| TAXPAYER REGISTRATION NUMBER (TRN) | |
|---|--|

| | | |
|--------------------------------|-------------------------------------|--|
| “FOR OFFICIAL USE ONLY” | | |
| COMPANY NUMBER: | _____ | |
| FILED: | _____/_____/_____ DAY MONTH YEAR | |

JAMAICA
THE COMPANIES ACT
DECLARATION OF COMPLIANCE

FORM 2

INSTRUCTIONS

GENERAL

This document is required to be filed with the Office of the Registrar of Companies and must conform to the requirement under the Act. Where any provision required to be set out is too long for the space provided in the form, the form may incorporate the provisions by annexing a schedule in such manner as may be prescribed under the Act.

ITEM 1, 1A & 1B

- Set out the full legal name of the company.
- Set out, where applicable, the company fax number.
- Indicate whether it is a private or a public company.

ITEM 2

Set out the full name and residential address of the person making the declaration.

ITEM 3

Indicate the capacity of the person making the declaration.

ITEM 4

All provisions of the Companies Act 2004 must be complied with.

ITEM 5

This declaration must be signed in the presence of a Justice of the Peace, a Notary Public, or a Commissioner of Oaths, who must affix the relevant seal of their office

ITEM 6

Set out the name, residential address, telephone number, fax number and email address of the person filing the form with the Registrar of Companies.

ITEM 7

Set out the Taxpayer registration Number of the person making the declaration. . (The Taxpayer Registration Number will be photocopied by the Registrar of Companies and returned. Individuals may, instead of bringing the Taxpayer Registration Card into the Offices of the Registrar of

Companies, provide a certified copy of the same). An Attorney –at – Law, a Justice of the Peace, or a Notary Public may certify the copy of the Taxpayer Registration Number. Where the copy is certified by a Justice of the Peace or a Notary Public they must affix the relevant seal of their office.

NOTE: Once certified copies of the Taxpayer Registration Number have been supplied to the Registrar of Companies or the Registrar of Companies has seen the original Taxpayer Registration Card and made a copy of the same the company need only affix the number to any documents being subsequently filed.

NOTE:

The date of this declaration must be the same as, or later than the date of the Articles of Incorporation.

Where a director or chartered secretary and administrator engaged in the formation of the company makes this declaration, the address given must be consistent with that stated in the Articles of Incorporation.

THIS FORM AND THE PRESCRIBED FEE AT THE DATE OF FILING SHOULD BE DEPOSITED WITH THE REGISTRAR OF COMPANIES.

***** EVERY OFFICER OF THE COMPANY IN DEFAULT OF THE PROVISIONS OF THE COMPANIES ACT IS LIABLE TO THE PRESCRIBED PENALTY AND WHERE NO PENALTY IS PRESCRIBED BY THE RELEVANT SECTION IN THE ACT TO A FINE NOT EXCEEDING \$50,000 (SECTION 384 COMPANIES ACT)**