



FORM 9



READ INSTRUCTIONS BEFORE COMPLETING

Amended

CO # _____

Reason for amendment:

THE COMPANIES ACT OF JAMAICA RETURN OF ALLOTMENT

(Pursuant to section 52 of the Companies Act 2004)

COMPLETE THIS FORM IN BLOCK CAPITALS ONLY
WITHIN THE PRESCRIBED FIELDS.
PUT "N/A" IN FIELDS THAT DO NOT APPLY.

1A. NAME OF COMPANY			
1B. COMPANY REGISTRATION NUMBER		1C. COMPANY TAXPAYER REGISTRATION NUMBER	
1D. COMPANY TELEPHONE NUMBER		1E. COMPANY EMAIL ADDRESS	
1F. TYPE OF COMPANY	Private	Public	

2. DATE OR PERIOD DURING WHICH SHARES WERE ALLOTTED

Please note that pursuant to section 52(1) of the Companies Act 2004, from the start to the end, the period cannot exceed 30 days.

(I). START	Day	Month	Year	(II). END	Day	Month	Year	ITEM 2: The date stated at Item 2 should be the date on which the shares were allotted or forfeited, as the case may be.

ITEM 3: Item 3 should be completed in full if there were unissued shares allotted by the company. The class of shares refers to the class within which the shares allotted belong, i.e., ordinary or preference. Number of shares allotted in the class refers to the amount of shares that were allotted from the class indicated in the previous column. The value of the share refers to the dollar value that the allottee paid for each share, for example, JMD\$2.00 per share.

The two most right columns should be populated as they apply. This means, if the shares allotted were allotted in exchange for cash, the second to last column should be populated stating the number of shares allotted for cash. If the shares allotted were allotted in exchange for non-cash consideration, for example, land or a motor vehicle, the last column should be populated stating the number of shares allotted for non-cash consideration.

3. PARTICULARS OF SHARES ALLOTTED

CLASS OF SHARES ALLOTTED	NUMBER OF SHARES ALLOTTED IN CLASS	VALUE OF EACH SHARE	NUMBER OF SHARES ALLOTTED FOR CASH CONSIDERATION	NUMBER OF SHARES ALLOTTED FOR NON-CASH CONSIDERATION

4. PARTICULARS OF SHARES FORFEITED, IF ANY

CLASS OF SHARES FORFEITED	NUMBER OF SHARES FORFEITED	NAME OF ORIGINAL HOLDER OF SHARE	DATE OF FORFEITURE (DD/MM/YYYY)	ITEM 4: Item 4 should be completed in full where there are issued shares that have been forfeited by a shareholder. The class of shares refers to the class within which the shares forfeited belong, i.e., ordinary or preference. Number of shares forfeited refers to the amount of shares that were forfeited, for example, 100 or 200. Name of original shareholder refers to the name of the person who forfeited the shares.

FOR OFFICIAL USE ONLY COMPANY #:



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5. PARTICULARS OF ALLOTTEES

ALLOTTEE 1 This person is a nominee shareholder

FULL NAME (First then Last)				ITEM 5: Item 5 requires the personal information of the individual to whom the shares were allotted (allottee).
FULL ADDRESS				
NATIONALITY		OCCUPATION		
SHARES ISSUED FOR CASH CONSIDERATION				<p>SHARES ALLOTTED FOR CASH</p> <p>The class of shares refers to the class within which the shares allotted belong, i.e., ordinary or preference. Number of shares allotted in the class refers to the amount of shares that were allotted from the class indicated in the previous column. The amount paid on the shares allotted refers to the dollar value that the allottee has paid already for the shares allotted to him. The amount due on the shares allotted refers to the dollar value that the allottee has outstanding, where he only paid a portion of the cost for the allotted shares. For example, if the cost for the allotment of 10 shares is JMD\$1000 and the allottee pays the entire amount in full, then he would place JMD\$1000.00 under the column "Amount Paid on Shares Allotted" and 'N/A' under the column "Amount Due on Shares Allotted". However, if the allottee only pays JMD\$500.00 he would place JMD\$500.00 under the column "Amount Paid on Shares Allotted" and JMD\$500.00 under the column "Amount Due on Shares Allotted".</p> <p>SHARES ALLOTTED FOR NON-CASH CONSIDERATION</p> <p>This class of shares refers to the class within which the shares allotted belong, i.e., ordinary or preference. Number of shares allotted in the class refers to the amount of shares that were allotted from the class indicated in the previous column. The number of shares to be treated as paid up refers to the number of allotted shares that have been fully paid for. For example, if the number of shares allotted is 100, but only 50 were paid for, the number 50 would be placed under the column "Number of Shares to Be Treated as Paid Up". If all 100 shares allotted were paid for, the number 100 would be placed under the column "Number of Shares to Be Treated as Paid Up".</p> <p>If the allottee is the beneficial owner of the shares allotted, this must be indicated. Beneficial owner in relation to shares is the natural person on whose behalf the shares are held or on whose behalf a share transaction is conducted.</p>
CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	AMOUNT (\$) (IF ANY) PAID ON EACH SHARE	AMOUNT (\$) (IF ANY) DUE ON EACH SHARE	
SHARES ISSUED FOR NON-CASH CONSIDERATION				
CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	NUMBER OF SHARES TO BE TREATED AS PAID UP	BRIEF DESCRIPTION OF CONSIDERATION (eg, past services)	
ALLOTTEE 2 This person is a nominee shareholder				
FULL NAME (First then Last)				
FULL ADDRESS				
NATIONALITY		OCCUPATION		
SHARES ISSUED FOR CASH CONSIDERATION				
CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	AMOUNT (\$) (IF ANY) PAID ON EACH SHARE	AMOUNT (\$) (IF ANY) DUE ON EACH SHARE	
SHARES ISSUED FOR NON-CASH CONSIDERATION				
CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	NUMBER OF SHARES TO BE TREATED AS PAID UP	BRIEF DESCRIPTION OF CONSIDERATION (eg, past services)	



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ALLOTTEE 3 This person is a nominee shareholder

FULL NAME (First then Last)			
FULL ADDRESS			
NATIONALITY		OCCUPATION	

SHARES ISSUED FOR CASH CONSIDERATION

CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	AMOUNT (\$) (IF ANY) PAID ON EACH SHARE	AMOUNT (\$) (IF ANY) DUE ON EACH SHARE

SHARES ISSUED FOR NON-CASH CONSIDERATION

CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	NUMBER OF SHARES TO BE TREATED AS PAID UP	BRIEF DESCRIPTION OF CONSIDERATION (eg, past services)

ALLOTTEE 4 This person is a nominee shareholder

FULL NAME (First then Last)			
FULL ADDRESS			
NATIONALITY		OCCUPATION	

SHARES ISSUED FOR CASH CONSIDERATION

CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	AMOUNT (\$) (IF ANY) PAID ON EACH SHARE	AMOUNT (\$) (IF ANY) DUE ON EACH SHARE

SHARES ISSUED FOR NON-CASH CONSIDERATION

CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	NUMBER OF SHARES TO BE TREATED AS PAID UP	BRIEF DESCRIPTION OF CONSIDERATION (eg, past services)

_____ Continuation page(s) attached



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ITEM 6: Item 6 requires the information of the company to whom the shares were allotted (corporate allottee).

6. PARTICULARS OF CORPORATE ALLOTTEES

ALLOTTEE 1 This person is a nominee shareholder

NAME OF COMPANY			
COMPANY REGISTRATION NUMBER		COMPANY REGISTERED OFFICE ADDRESS/OTHER ADDRESS	
COUNTRY OF INCORPORATION		DATE OF INCORPORATION (dd/mm/yyyy)	

SHARES ISSUED FOR CASH CONSIDERATION

CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	AMOUNT (\$) (IF ANY) PAID ON EACH SHARE	AMOUNT (\$) (IF ANY) DUE ON EACH SHARE

SHARES ISSUED FOR NON-CASH CONSIDERATION

CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	NUMBER OF SHARES TO BE TREATED AS PAID UP	BRIEF DESCRIPTION OF CONSIDERATION (eg, past services)

ALLOTTEE 2 This person is a nominee shareholder

NAME OF COMPANY			
COMPANY REGISTRATION NUMBER		COMPANY REGISTERED OFFICE ADDRESS/OTHER ADDRESS	
COUNTRY OF INCORPORATION		DATE OF INCORPORATION (dd/mm/yyyy)	

SHARES ISSUED FOR CASH CONSIDERATION

CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	AMOUNT (\$) (IF ANY) PAID ON EACH SHARE	AMOUNT (\$) (IF ANY) DUE ON EACH SHARE

SHARES ISSUED FOR NON-CASH CONSIDERATION

CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	NUMBER OF SHARES TO BE TREATED AS PAID UP	BRIEF DESCRIPTION OF CONSIDERATION (eg, past services)



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ALLOTTEE 3 This person is a nominee shareholder

NAME OF COMPANY			
COMPANY REGISTRATION NUMBER		COMPANY REGISTERED OFFICE ADDRESS/OTHER ADDRESS	
COUNTRY OF INCORPORATION		DATE OF INCORPORATION (dd/mm/yyyy)	

SHARES ISSUED FOR CASH CONSIDERATION

CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	AMOUNT (\$) (IF ANY) PAID ON EACH SHARE	AMOUNT (\$) (IF ANY) DUE ON EACH SHARE

SHARES ISSUED FOR NON-CASH CONSIDERATION

CLASS OF SHARES	NUMBER OF SHARES BEING ALLOTTED	NUMBER OF SHARES TO BE TREATED AS PAID UP	BRIEF DESCRIPTION OF CONSIDERATION (eg, past services)

_____ Continuation page(s) attached

7. DECLARATION

To the best of my knowledge, information, and belief, I hereby certify the contents of this form to be accurate.

NAME OF DECLARANT			
CAPACITY	Director	Secretary	Authorised Official
SIGNATURE OF DECLARANT		DATE (dd/mm/yyyy)	



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FILED BY PAGE

8. PARTICULARS OF INDIVIDUAL/COMPANY FILING THE FORM WITH THE COMPANIES OFFICE OF JAMAICA

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

ITEM 8: Item 7 requires information on the person who files this form at the Companies Office. For example, if the company being registered on this form had the form prepared and filed by its Attorney then Item 10 would reflect the personal details of that Attorney.

9. ADDITIONAL PARTICULARS OF PERSON WHO SIGNED AT ITEM 7.

NAME (First then Last)	TAXPAYER REGISTRATION NUMBER <small>(WHERE THERE IS NONE, USE OTHER GOVERNMENT ID NUMBER, VOTER'S ID NUMBER, PASSPORT NUMBER OR DRIVER'S LICENSE NUMBER)</small>	CONTACT NUMBER	EMAIL

ITEM 9: Item 8 requires further information on the person who signs as Declarant.

10. ADDITIONAL PARTICULARS OF ALLOTTEES

NAME OF ALLOTTEE (natural persons only, first then last)	TAXPAYER REGISTRATION NUMBER <small>(WHERE THERE IS NONE, USE OTHER GOVERNMENT ID NUMBER, VOTER'S ID NUMBER, PASSPORT NUMBER OR DRIVER'S LICENSE NUMBER)</small>	DATE OF BIRTH (dd/mm/yyyy)
1.		
2.		
3.		

ITEM 10: Item 10 requires the additional particulars of the allottees at Item 5.



FORM 9



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THE COMPANIES ACT OF JAMAICA BENEFICIAL OWNER INFORMATION – SCHEDULE A

INSTRUCTIONS

GENERAL

This document is required to be filed at the Companies Office of Jamaica and must conform to the requirements under the Companies Act of Jamaica and subsequent Amendments made thereto.

Where any provision required to be set out is too long for the space provided in the form, a schedule may be appended to the form. This schedule must be labeled appropriately, for example, 'Schedule A' or 'Schedule B' and where alphanumeric characters are used to label a schedule(s), same must be done in ascending order.

ITEM 1

ITEM 1A: The full name of company should be stated at Item 1A. The name here must be completely consistent with the name on the company's Certificate of Registration or Incorporation, or, in the case of a name change, any Certificate of Name Change.

ITEM 1B: Item 1B must be completed to indicate the company number. This must be consistent with the company number on record.

ITEM 1C: Item 1C requires the Tax registration Number of the company. This is nine-digit number assigned to the company by the Tax Administration of Jamaica.

ITEM 1D and 1E: Item 1D and 1E are not mandatory, however, if provided must be completed in full. For example, Item 1D must reflect a legitimate 10 digit telephone number and Item 1E must contain the relevant domain ending, such as 'gmail.com' or 'yahoo.com'.

ITEM 1F: Item 1F must reflect the type of company, that is, whether it is a public company or private company.

ITEM 2 - 4

ITEM 2: The date stated at Item 2 should be the date on which the shares were allotted or forfeited, as the case may be.

ITEM 3: Item 3 should be completed in full if there were unissued shares allotted by the company. The *class of shares* refers to the class within which the shares allotted belong, i.e., ordinary or preference. *Number of shares allotted in the class* refers to the amount of shares that were allotted from the class indicated in the previous column. The *value of the share* refers to the dollar value that the allottee paid for each share, for example, JMD\$2.00 per share.

The two most right columns should be populated as they apply. This means, if the shares allotted were allotted in exchange for cash, the second to last column should be populated stating the number of shares allotted for cash. If the shares allotted were allotted in exchange for non-cash consideration, for example, land or a motor vehicle, the last column should be populated stating the number of shares allotted for non-cash consideration.

ITEM 4: Item 4 should be completed in full where there are issued shares that have been forfeited by a shareholder. The *class of shares* refers to the class within which the shares forfeited belong, i.e., ordinary or preference. *Number of shares* forfeited refers to the amount of shares that were forfeited, for example, 100 or 200. *Name of original shareholder* refers to the name of the person who forfeited the shares.



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ITEM 5

ITEM 5: Item 5 requires the personal information of the individual to whom the shares were allotted (allottee).

Shares Allotted for Cash

The *class of shares* refers to the class within which the shares allotted belong, i.e., ordinary or preference. *Number of shares allotted in the class* refers to the amount of shares that were allotted from the class indicated in the previous column. The *amount paid on the shares allotted* refers to the dollar value that the allottee has paid already for the shares allotted to him. The *amount due on the shares allotted* refers to the dollar value that the allottee has outstanding, where he only paid a portion of the cost for the allotted shares. For example, if the cost for the allotment of 10 shares is JMD\$1000 and the allottee pays the entire amount in full, then he would place JMD\$1000.00 under the column "Amount Paid on Shares Allotted" and 'N/A' under the column "Amount Due on Shares Allotted". However, if the allottee only pays JMD\$500.00 he would place JMD\$500.00 under the column "Amount Paid on Shares Allotted" and JMD\$500.00 under the column "Amount Due on Shares Allotted".

Shares Allotted for Non-Cash Consideration

This class of shares refers to the class within which the shares allotted belong, i.e., ordinary or preference. Number of shares allotted in the class refers to the amount of shares that were allotted from the class indicated in the previous column. The number of shares to be treated as paid up refers to the number of allotted shares that have been fully paid for. For example, if the number of shares allotted is 100, but only 50 were paid for, the number 50 would be placed under the column "Number of Shares to Be Treated as Paid Up". If all 100 shares allotted were paid for, the number 100 would be placed under the column "Number of Shares to Be Treated as Paid Up".

If the allottee is the beneficial owner of the shares allotted, this must be indicated. Beneficial owner in relation to shares is the natural person on whose behalf the shares are held or on whose behalf a share transaction is conducted.

ITEM 6

ITEM 6: Item 6 requires the information of the company to whom the shares were allotted (corporate allottee).

ITEM 7

ITEM 7: Item 6 is the Declaration section of the Form. By signing this section the signee/signatory is declaring that all the information stated on this Form is true to the best of his/her knowledge, information and belief.

ITEM 8 - 10

ITEM 8: Item 7 requires information on the person who files this form at the Companies Office. For example, if the company being registered on this form had the form prepared and filed by its Attorney then Item 10 would reflect the personal details of that Attorney.

ITEM 9: Item 8 requires further information on the person who signs as Declarant.

ITEM 10: Item 10 requires the additional particulars of the allottees at Item 5.