

# Insurance Intermediary Licence Application Package

## Class 3 Licence – Holding Company

### Application package contents

- Correspondence signed by a director(s) of the company applying for a licence as a holding company and containing or enclosing the Information required to be submitted<sup>1</sup>
- Requisite application fee
- Curriculum vitae of Manager at Barbados
- Certified copies of the company's constituent documents:
  - Certificate of Incorporation
  - Certificate of Amendment
  - Articles of Incorporation
  - Notice of Directors / Change of Directors
  - Register of beneficial owners
- Fit and Proper Documentation (See Fit and Proper Requirements)<sup>2</sup>
- Other supporting documents<sup>3</sup>

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<sup>1</sup> See the Appendix

<sup>2</sup> See the requirements on the FSC website

<sup>3</sup> Attach a list of the other documents

## Appendix

Information required in applying for a licence as a Management Company

Document signed by the director(s) of the applicant with the subject "Application for a Class 3 Licence – Holding Company" and containing the following information:

1. Name of the Company (as stated in its constituent documents)
2. Name of the Insurance Company (whose shares the Holding company owns)
3. Address of Registered Office in Barbados
4. Telephone No(s):
5. Date of Incorporation
6. Place of Incorporation
7. Share Capital (state amount and currency)
8. Partnerships
9. List of Shareholders
10. List of Directors (Full name -Address -Nationality -Business experience - Other directorships)
11. Curriculum Vitae of Manager in Barbados
12. Resume of experience of company in Insurance Business
13. Expatriate Personnel (Names, qualifications and experience)
14. Name and Address of Bankers
  - (a) In Barbados
  - (b) Outside Barbados
15. A statement by the director(s) certifying that to the best of his/her/their knowledge the information submitted in the application and the supporting documents is true.
16. Date