



FINANCIAL SERVICES  
COMMISSION

(Regulation 4)

**Information to be disclosed in the Offering Document**

**A. Constitution of the Mutual Fund**

(1) Name: \_\_\_\_\_

(2) Registered address and place: \_\_\_\_\_

\_\_\_\_\_

(3) Date of the creation of the mutual fund, with an indication of its duration if limited.

(4) Statement indicating whether the fund is a company or other entity.

**B. Investment objectives and restrictions**

(5) Details of investment objectives and policy summary of the investment and borrowing restrictions.

**C. Operators and Principals**

(6) The names and registered addresses of the following parties:

- (a) the directors of the mutual fund (if applicable)
- (b) the administrator and its board of directors (if applicable)
- (c) the trustee
- (d) the investment adviser (if any)
- (e) the agent (if applicable)
- (f) the distribution company (if applicable)
- (g) the auditors

**D. Characteristics of units and shares**

- (7) The minimum investment (if any)
- (8) The methods of calculating net assets and net asset value of units or shares.
- (9) Dealing days and frequency of valuation and dealing.

**E. Application and redemption procedures**

- (10) The procedure for subscribing and redeeming units and shares,
- (11) The maximum interval not exceeding 2 weeks between the request for redemption and the dispatch of redemption proceeds.
- (12) The circumstances in which redemption of units and shares may be suspended or changed.
- (13) Except for Funds authorised pursuant to subsection (1) of section 4, of the Act, a statement that no money should be paid to any financial intermediary in Barbados who is not a licensed mutual fund administrator or the agent duly appointed under Part IV of the Regulations or intermediary licensed under the *Securities Act*.
- (14) Fees payable in respect of the redemption of shares.

Cap. 315A

**F. Distribution policy**

- (15) The distribution policy and the approximate dates on which dividends (if any) will be paid (if applicable)

**G. Voting Powers**

**H. Fees and charges**

- (a) The level of all fees and charges payable by an investor, including all charges levied on subscription and redemption (and switching in the case of umbrella Funds).
- (b) The level of fees and charges payable by the Fund, including management fees, custodian fees and start-up expenses.
- (c) Disclosure of entitlement to the brokerage or other transaction benefits of any affiliated persons with the Fund.

**I. Reports and accounts**

- (16) The date of the Fund's financial year.
- (17) If there are bearer units in issue, information must be given regarding the name and address of the mutual fund administrator.

**J. Warnings and Notices**

- (18) The following statement and warning must be prominently displayed in the offering document.
  - (a) 

“Important Notice  
Please consult your financial adviser or attorney-at-law if you do not fully understand the contents of this offering document or if you have any queries concerning the offering document.”

- (b) A warning that the price of units or shares and the income from them (where income is distributed) are subject to fluctuation
- (c) A statement that the directors of the Fund or the administrator accept responsibility for the information contained in the offering document as being accurate as the date of publication.
- (d) If the nature of the investment policy so dictates, a warning that investment in the Fund is subject to abnormal risks involved.

**K. General Information**

- (19) A list of constitutive documents and an address in Barbados where they can be inspected free of charge or purchased if available for purchase.
- (20) The date of publication of the offering document.

For and on behalf of:

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Name of Mutual Fund

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By: (Names of signatories)

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Date