



**APPLICATION FORM TO BE COMPLETED BY COMPANIES FOR LICENCES
UNDER THE NON-BELONGERS LAND HOLDING REGULATION ACT. (CAP.122)**

A Non-Refundable application fee of \$500.00 for a licence to hold the land. There is no application fee for directors and shareholders.

1. Registered name and number of company _____
2. Registered Office of Company _____

3. Place of Incorporation _____
4. Telephone Number _____
5. Fax Number _____
6. Does the company permit the issue of share or share warrants transferable by delivery to bearer _____
7. State the main objectives for which the company is established _____

8. State whether a licence was previously obtained _____
9. State Instrument number of licence and purpose (residential or commercial) _____

10. DESCRIPTION OF LAND:-

- (a) Parcel Number _____ (b) Block Number _____
- (c) Registration Section _____ (d) Location (Local Name) _____
- (e) Acreage _____ (f) Any other public right of way _____
- (g) Right of way to beach _____

11. Full Name and Address of Vendor (Please state whether a Belonger or Non-belonger - If vendor is a believer by birth or naturalization, please provide an original copy or certified copy of a birth certificate or naturalization certificate). _____

12. Purchase price of the land
If developed provide breakdown
of the cost of land, buildings and
furnishings

13. Name and address of Lessor
Please indicate whether
(Belonger or Non-Belonger)

14. Leasehold price

PLEASE STATE IN DETAIL ON A SEPARATE SHEET WHERE NECESSARY:-

15. State the type of development
that exists on the land (i.e.
dwelling house including the
number of bedrooms and
bathrooms etc.)

16. Development Programme
(i. e. the amount of time required
to complete the intended
development)

17. Source from which the
development will be financed
(local funding, own savings,
foreign source)

18. State the purpose for which the
land will be utilized (i.e. build,
renovate, reconstruct)

19. State the full details of your
plans including usage, proposed
timetable for building, material to
be used, and the number of
bedrooms and bathrooms.

20. Local contractor(s)

21. Intended capital outlay

22. Please attach a copy of
Company Memorandum and
Certificate of Good Standing
and a current copy of the
Company's Annual Summary
and Return reflecting the name
of the director(s) and
shareholder(s)

23. Date of advertisements
(please make sure that the
clippings reflect the name of the
newspaper and the date of
issue)

24. THE FOLLOWING INFORMATION MUST BE COMPLETED IN RESPECT OF DIRECTORS AND SHAREHOLDERS WHO WISH TO HOLD LICENCES (please indicate whether director(s) or shareholder(s))

Name..... Address..... Professional Occupation..... Nationality..... Date of Birth..... Number, date and place of issue of Passport List countries where you have lived for more than 6 months over the past 10 years..... State details of residential status..... State whether a licence was previously obtained If so, state the Instrument Number and purpose (residential or commercial).....	Name..... Address..... Professional Occupation..... Nationality..... Date of Birth..... Number, date and place of issue of Passport List countries where you have lived for more than 6 months over the past 10 years..... State details of residential status..... State whether a licence was previously obtained If so, state the Instrument Number and purpose (residential or commercial).....
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PLEASE NOTE:

The following information should accompany the application (*if any of the required documents applicable to the application are missing, the application will be returned to the sender*):

- (a) two (2) character references (*applicable to the applicant, directors and shareholders of a company*);
- (b) two (2) personal references indicating the applicant's ability to purchase the land and to carry out the proposed development or improvement (preferably from the applicant's current banking institution, employer or financial auditor) (*applicable to the applicant*);
- (c) one financial statement reflecting one consecutive year of banking practices (relates to cash or cheque account only); (*applicable to the applicant*);
- (d) one recent Police Certificate (*applicable to an individual, directors and shareholders of a company*);
- (e) one identification document (i.e. a colored passport size (~~2 X 1 1/2~~) photograph (a picture taken on excursions or otherwise is unacceptable) (*applicable to the applicant, director(s) and shareholder(s) of a company*);
- (f) four consecutive newspaper advertisements (reflecting the name of the newspaper and the date of publication at the top of the page) and the information must relate to the particulars of the property (*applicable to an applicant and company*);
- (g) a letter sized version (8 1/2x11) of the cadastral survey map reflecting the acreage, the name(s) of the adjacent landowner(s) of the property and the position of the existing fixtures on the land depicted on the specified parcel (the map can be obtained from a local licensed surveyor or the Lands and Survey Department) (*applicable to the applicant and company*);
- (h) copy of the belonger's notarized Birth Certificate or copy of Naturalization Certificate (*applicable to the vendor who is deemed to be a belonger*);
- (i) copy of current Trade Licence, if self-employed (*applicable to the applicant*);
- (j) a valuation report of the property (*applicable to the applicant and company*);
- (k) a notarized letter of intent from the land owner(s) who is/are desirous of adding an individual's name (i.e. spouse or child or parent(s) to their licence in consideration of 'natural love and affection' (*applicable to the registered landowner*);
- (l) a notarized letter of intent from the land owner(s) who is/are desirous of removing or relinquishing their interest in their property to another person(s) (i.e. spouse or child(ren) or parent(s)) in consideration of 'natural love and affection' (*applicable to the registered landowner*);
- (m) a notarized letter of intent from to the director(s)/shareholder(s) who is/are desirous of relinquishing their interest in the company to another person(s) (*applicable to the company*);
- (n) proof of rental history (i.e. receipts to support the payment of accommodation taxes paid to the government of the British Virgin Islands) for a developed property, if rental permission is the desire of the applicant (*applicable to the applicant or company*);
- (o) a copy of the record to reflect land ownership of the property reflected on the application (*applicable to the applicant or company*);
- (p) a copy of the sale agreement (*applicable to the applicant or company*);
- (q) a copy of the Declaration of a Trust where applicable;

The above-mentioned documents must be submitted as **ORIGINALS** and not **XEROGRAPHED COPY**, except for the **newspaper advertisements**. All written references must reflect a current date (one year from the date written) and addressed to the Ministry of Natural Resources and Labour, Central Administration Building, Road Town, Tortola, British Virgin Islands.

DATED THIS day of, 200.....

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Signature of Applicant