

DOCUMENTS REQUIRED FOR NEW APPLICANTS UNDER THE RIGHT OF ESTABLISHMENT

A SCAN (PDF FORMAT) OF THE FOLLOWING DOCUMENT ARE REQUIRED:

1. Valid Passport (scan of Bio data and page with immigration stamp for all Directors/Partners, Spouses and Dependents)
2. Birth Certificate
3. Marriage Certificate, Divorce Decree (where applicable)
4. Birth Certificate of Spouse and Dependents
5. Any change of Name Documents (Affidavits, Deed Polls) where applicable
6. Police Certificate of Character for all Partners/Directors and Spouses from Home Country and from any other country where they have resided for more than three (3) months. All Police Certificates of Character must be less than six (6) months old
7. Business Plan or Project Proposal for a new Enterprise
8. Business Registration/Certificate of Incorporation
9. Board of Inland Revenue Registration
10. Tax receipts/ Form C as evidence that all taxes have been paid (Business and Individual)
11. V.A.T Registration (if applicable)
12. Bank Statements/Evidence of Financial Resources
13. The Business must be more than 50% owned by a CARICOM National
Evidence of this required and can be done by either
 - (a) Statutory Declaration
 - (b) Special Resolution's registered with the Register General's Department
14. Proof of qualifications (certificates, references, resumes etc)
15. Formal Lease/Rental Agreement for Business Premises
16. Last Rent Receipt
17. Letter from Landlord granting permission to the tenant for the operation of the Business
18. Deed for property to show ownership (both residential and commercial)
19. References and/or landlord must provide contact information : Name, Address, telephone number, email and photo I.D. showing signature
20. Current contracts as well as list of previous clients with contact information
21. Food badge for persons operating restaurants
22. Licenses to operate (if applicable)
23. One passport sized photo with a white background
24. Previous letter(s) of approval under the right of establishment (if applicable)