

REPUBLIC OF TRINIDAD AND TOBAGO

THE COMPANIES ACT, 1995
[Section 194(1)]

**ANNUAL RETURN OF A NON-PROFIT COMPANY INCORPORATED
OR CONTINUED UNDER THE ACT**

1. Name of Company..... 2. Company No.

3. Registered Office of Company

4. Anniversary Date of Incorporation / Continuance

5. Total amount of the indebtedness of the Company in respect of all mortgages and charges of the kind which are required to be registered with the Registrar under the Companies Act.

\$.....

6. Particulars of directors of the company at the date of this return.

Name	Address	Other Occupation If none state so

7. The secretary/assistant secretary(ies) of the company as of the date of the Annual Return is/are:

Name	Address/Registered Office Principal place of Business	Other Occupation/ Status*

8. Date	Name and Title	Signature

THE COMPANIES ACT, 1995
ANNUAL RETURN OF A NON-PROFIT COMPANY INCORPORATED
OR CONTINUED UNDER THE ACT

FORM 29
INSTRUCTIONS

Format

Documents required to be sent to the Registrar pursuant to the Act must conform to regulation 3 of the Regulations under the Act.

Items 1, 2

Set out the full legal name of the company and, except where a number has not been assigned, state the company number.

Item 3

State full address of registered office of company.

Item 4

State the anniversary of incorporation or continuance under the Act. Tick the appropriate box. N.B.—this Return is due "not later than the thirty days after each anniversary date of its continuance, incorporation or amalgamation" under the Act [section 194(1)].

Item 5

State total amount of all mortgages, charges and other indebtedness of the Company at date of Annual Return.

Item 6

With respect to each director:

- (a) set out first given name, middle name and family name;
- (b) state full address; and
- (c) specify other occupation clearly. Where possible, specify area of specialty, e.g., *electrical engineer*. In the case of an individual who has no business occupation, but who holds any other directorship or directorships, particulars of that other directorship or at least one of those other directorships should be stated. In the case of an individual who has no other occupation or directorship of any kind, state "Not applicable" or "N/A".

Item 7

- (a) (i) In the case of an individual, set out first given name, middle name and family name;
- (ii) In the case of a firm or corporation, set out the registered name.
- (b) In the case of (a)(i), state full address and in the case of (a)(ii), state principal place of business or registered office, as the case may be.
- (c) (i) In the case of an individual, specify other business occupation clearly. Where possible, specify area of specialty, e.g., *electrical engineer*. In the case of an individual who has no business occupation, but who holds any other secretaryship or secretaryships, particulars of that other secretaryship or at least one of those other secretaryships should be stated. In the case of an individual who has no other business occupation or secretaryship of any kind, state "Not applicable" or "N/A".
- (ii) In the case of a firm or corporation set out status e.g., "firm of accountants" or "company incorporated under the laws of Trinidad and Tobago" (or elsewhere).

Signature

A director or authorised officer of the company shall sign a return.

Completed documents, in duplicate, and the prescribed fees are to be filed at the office of the Registrar and one set of the duplicate originals would be returned to the company or its representative with the endorsement "Registered" and the date of registration.