

FORM 28

**ANNUAL RETURN OF A COMPANY FOR PROFIT INCORPORATED,
CONTINUED OR AMALGAMATED UNDER THE ACT**

- 1. Name of Company 2. Company Number
- 3. Registered Office of Company.....
- 4. National Insurance System (NIS) Employer Registration Number.....
- 5. Corporation Tax File Number
- 6. If either or both of the numbers mentioned at items 4 and 5 above cannot be supplied, please state the reason(s).....
- 7. Number of Employees 8. (a) Anniversary Date of [] Incorporation [] Continuance
- [] Amalgamation
- 8. (b) Issued Share Capital, if any

Class of Shares	Number issued and outstanding	Amount of stated capital

- 9. Authorised Classes of Shares, if any

Class of Shares	Maximum number of shares

10. (a) The shareholders of the company, as of the anniversary date of the Annual Return, are:

Name	Address/Registered Office	Occupation/Status	Nationality/ Jurisdiction of Incorporation/ Formation	Class of shares and Number held at date of Return	Nominator

10. (b) The list of nominators, as of the anniversary date of the Annual Return, are -

Name	Address/Registered Office	Occupation/Status	Nationality/ Jurisdiction of Incorporation/ Formation	Class of shares and Number held at date of Return	Nominator

11. (a) Issued Membership Interest, if any -

Percentage of Membership Interest	Amount of stated capital

11. (b) The members of the company, as of the anniversary date of the Annual Return, are:

Name	Address/Registered Office	Occupation/ Status	Nationality/ Jurisdiction of Incorporation/Formation	Percentage of Membership Interest

12. 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 \$

13. The directors of the company as of the anniversary date of the Annual Return are –

Name	Address/ Registered Office	Occupation/Status

14. The secretary/assistant secretary(ies) of the company as of the anniversary date of the Annual Return is/are –

Name	Address/ Registered Office/ Principal Place of Business	Occupation/Status

15. The beneficial owners of the company as of the anniversary date of the Annual Return are –

Name	Address	Occupation	Nationality

16. Date	Name and Title	Signature

THE COMPANIES ACT, CHAP. 81:01

Form 28

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CONTINUED OR AMALGAMATED UNDER THE ACT**

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 the full address of the registered office of the company.

Item 4

State the National Insurance System (NIS) Employer Registration Number of the company.

Item 5

State the Corporation Tax File Number of the company.

Item 6

State the reason(s) why the NIS Employer Registration Number and/or Corporation Tax File Number of the company cannot be provided.

Item 7

State the number of persons employed by the company.

Item 8(a)

State the anniversary of incorporation, continuance or amalgamation 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 8(b)

- (a) state the total issued share capital, the class of shares, number issued and outstanding and the amount of stated capital, if any;
- (b) state the number of shares issued by the company in the last financial period and the amount of stated capital, if any; and
- (c) state the number of shares purchased or redeemed by the company in the last financial period and the reduction of stated capital, if any.

Item 9

State the authorized class(es) of shares by distinctive name or other form of designation and the maximum number of shares in each class.

Item 10 (a)

- (a) state the full name of each shareholder, whether a natural person or a company.
- (b) state address (if a natural person) or registered office (if a company) including the building number and, if a multi-unit building, unit number;
- (c) state occupation/calling (if a natural person) or status e.g., company/limited or unlimited liability company incorporated under the laws of Trinidad and Tobago” (or elsewhere), (if a company);
- (d) state the nationality/jurisdiction of incorporation of the shareholder; and
- (e) state class of shares as per 9 above and number held by each existing shareholder at the date of Return.

Item 10 (b)

- (a) state the full legal name of each nominator of the company, whether a natural person or a company;
- (b) state address (if a natural person) or registered office (if a company) including the building number and, if a multi-unit building, unit number;
- (c) state occupation/calling (if a natural person) or status e.g., company/limited or unlimited liability company incorporated under the laws of Trinidad and Tobago” (or elsewhere), (if a company);
- (d) state the nationality/jurisdiction of incorporation of the nominator;
- (e) state the full name of the legal owner on whose behalf, the shares are being held by the nominator; and
- (f) state class of shares as per item 9 above and number held by each existing nominator at the date of Return.

Item 11(a)

- (a) State the total issued percentage of membership interest, and the amount of stated capital, if any.

Item 11(b)

- (a) state the full name of each member, whether a natural person or a company;
- (b) state address (if a natural person) or registered office (if a corporation) including the building number and, if a multi-unit building, unit number;
- (c) state occupation/calling (if a natural person) or status e.g., corporation/limited or unlimited liability company incorporated under the laws of Trinidad and Tobago” (or elsewhere), (if a corporation);
- (d) state the nationality/jurisdiction of incorporation of the member; and
- (e) state the percentage of membership interest held by each existing member at the date of Return.

Item 12

state the total indebtedness of the company as at the date of the annual return.

Item 13

With respect to each director -

- (a) state full name (if a natural person) or registered name (if a corporation);
- (b) state address (if a natural person) or registered office (if a corporation) including the building number and, if a multi-unit building, unit number; and
- (c) state occupation/calling (if a natural person) or status e.g., “corporation/limited or unlimited liability company incorporated under the laws of Trinidad and Tobago” (or elsewhere), (if a corporation). In the case of a natural person 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 a natural person who has no other business occupation or directorship of any kind, state “Not applicable” or “N/A”.

Item 14

- (a) state full name (if a natural person) or registered name (if a firm or a corporation);
- (b) state full address (if a natural person), principal place of business (if a firm) or registered office (if a corporation) including the building number and, if a multi-unit building, unit number; and
- (c) state occupation/calling (if a natural person) or status e.g., “firm accountants” or “corporation/limited or unlimited liability company incorporated under the laws of Trinidad and Tobago” (or elsewhere), as the case may be (if a firm or a corporation). In the case of a natural person who has no business occupation, but who holds other secretaryship or secretaryships, particulars of that other secretaryship or at least one of those secretaryships should be stated. In the case of a natural person who has no other business occupation or secretaryship of any kind, state “Not applicable” or “N/A”.

Item 15

Please set out all details of beneficial ownership information (as specified) as at the date of the Annual Return.

Signature -

The return may be signed by a director or authorised officer of the company or, respectively an authorised corporate service provider on their behalf, indicating the capacity in which he is signing.

NOTE: The Companies Act, Chap. 81:01 requires the disclosure of beneficial ownership information, (and any changes) with penalties for non-compliance.

