

**Form B1**

**INSURANCE ACT 2016  
(ACT N0.17 OF 2016)  
DECLARATION BY COMPANY TO BE  
FIT AND PROPER**

Note:

If the space provided is insufficient to record the details, please attach annexure(s). Any such annexure should be identified and must be signed by the signatories to this declaration.

**INFORMATION ON THE COMPANY**

- 1. (a) Name of applicant company: \_\_\_\_\_
- (b) Address of registered office: \_\_\_\_\_
- (c) Place and date of incorporation: \_\_\_\_\_

2. Details of board of the directors:

Name	Residential Address	Executive/Non-executive	Date of appointment
1.			
2.			
3.			
4.			
5.			

6.			
7.			
8.			

3. Set out name and address of each person, other than those shown as directors, who, **directly** or indirectly, exercises or has the power to exercise a controlling influence over the management and policies of the applicant: Please use annexure if these persons are more than four (4):

Name	Position in Company / Job Title	Residential address
1.		
2.		
3.		
4.		

4. Is any director of the applicant a director of any other company? Using an annexure, answer “Yes” or “No” for each person; if the answer is “Yes”, give details of: Yes  No

- (a) names of companies;  
 (b) places of incorporation; and  
 (c) dates of appointment.

(For questions 5 to 7, check “Yes” or “No”. If the answer is “Yes”, attach annexure giving all relevant particulars.)

5. Are there any established committees (e.g. Remuneration Committee, Audit Committee)? Please specify details of these committees and disclose the membership of those committees including any Non-Board members or independent members. Yes  No
6. Has any director of the applicant within the past ten (10) years: Yes  No
- (a) been granted any Loan(s) by the applicant? If answer is "YES" please provide in the annexure the status of repayment of the said loan(s). Yes  No
- (b) been licensed, registered or otherwise authorised by law to carry on any trade, business or profession in any place? Yes  No
- (c) been refused the right or restricted in its, his or her right to carry on in any place any trade, business or profession for which a specific license, registration or other authority is required by law? Yes  No
7. Has any director of the applicant within the past 10 years- Yes  No
- (a) been known by any name other than the name or names shown in this application? Yes  No
- (b) been convicted of any offence inclusive of a traffic offence in Guyana or elsewhere or are there any proceedings now pending which may lead to such a conviction? Yes  No
- (c) had judgment including findings in relation to fraud, misrepresentation or dishonesty been given against him or her in any civil proceedings, in Guyana or elsewhere? (If “Yes”, using an annexure, give full details, including whether judgment is unsatisfied). Yes  No
- (d) been declared bankrupt or compounded with or made an arrangement for the benefit of his or her creditors in Guyana or elsewhere? Yes  No
- (e) been engaged in the management of any company other than those referred to in answer to question 4? Yes  No
- (f) been refused a fidelity or surety bond in Guyana or elsewhere? Yes  No
- (g) been disqualified as a director, or been director of a company that has gone into judicial management, receivership or liquidation, in Guyana or elsewhere? Yes  No
- (h) has applied to any regulatory authority (in Guyana or elsewhere) for permission to carry on in any place, any trade, business or profession for which a specific license, registration or other authority is required by law? Yes  No

8. In relation to each director of the company, set out on an annexure with details of the director's employment and business activities during the previous five (5) years using the format given below:

Name of Director	Name and address of employer (if self-employed, so state)	Nature of business	Description of duties in relation to the employment or activity	Period of employment or activity (give exact dates)
1.				
2.				
3.				
4.				
5.				

9. Set out any additional information (including any formal qualifications or training of the directors of the applicant and the name of the institution that conducted the course) considered relevant to this application:

1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

10. Particulars of character referees:

Name of Character Referee	Address of Character Referee	Occupation of Character Referee	Name of Director in respect of whom enquiries may be made
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

The board of directors certifies that all the above information contained in and accompanying this form is complete and accurate to the best of its knowledge and belief.

The board of directors also undertakes to notify the Commissioner, within a period of fifteen (15) Days, of any material change to any information given in this Declaration Form.

Dated this ..... day of ..... 20.... at .....

_____ (Signature)	_____ (Position)
_____ (Signature)	_____ (Position)
_____ (Signature)	_____ (Position)
_____ (Signature)	_____ (Position)
_____ (Signature)	_____ (Position)
_____ (Signature)	_____ (Position)
_____ (Signature)	_____ (Position)

**SWORN BY COMMISSIONER OF OATHS**