

CHECKLIST FOR REGISTRATION OF FOREIGN COLLECTIVE INVESTMENT SCHEMES

Name of Applicant: _____

	Documents	Submitted	Comments
1.	Issuer must be: <ul style="list-style-type: none"> • A registered reporting issuer, or • An international agency. 	<input type="checkbox"/>	
2.	Form 9 – Distribution Statement	<input type="checkbox"/>	
3.	Registration fees*: <ul style="list-style-type: none"> • Distribution Statement filing fee of \$1,000. • For closed ended CIS, Market access fees of 0.01% of the value of the funds to be raised, subject to a minimum of \$1,000. For open ended CIS, this fee is based on the value of funds raised in previous year (based on Audited Financial Statements). 	<input type="checkbox"/>	
4.	Prospectus covering the securities to be issued. As far as is reasonably practicable, the form and content of the prospectus should comply with the provisions of the Commission's Guidelines for Collective Investment Schemes. Please also include: <ul style="list-style-type: none"> • Copies of all expert reports named in the prospectus. • Signed consent letters from auditors and any other experts named in the Prospectus. • A duly completed Checklist for Prospectuses of Collective Investment Schemes. 	<input type="checkbox"/>	
5.	Please also submit the following: <ol style="list-style-type: none"> i. A copy of the receipt or other evidence that the prospectus or offering document was approved by the regulator in the issuer's home country ii. A copy of all documents incorporated or deemed incorporated in the prospectus or offering document iii. A copy of all reports or valuations in respect of the distribution and which are filed in the issuer's home jurisdiction iv. Certificate declaring full, true and plain disclosure (Policy Guideline 11.1, Section 5.2 (2)); 	<input type="checkbox"/>	

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	<p>v. Certificate confirming that the Prospectus for which the receipt was issued in the home jurisdiction may be legally used and will be used for the distribution in Trinidad and Tobago of securities of the mutual fund. (Policy Guideline 11.1, Section 5.3 (1) and Appendix B)</p> <p>vi. Submission to Jurisdiction and Appointment of Agent for Service Process form (Policy Guideline 11.1, Section 5.3 (2)(i) and Appendix C)</p> <p>vii. Appointment of Agent by a Foreign Mutual Fund for the purpose of the distribution of securities of the foreign mutual fund in Trinidad and Tobago form Policy Guideline 11.1, Section 5.3 (3)(i) and Appendix D).</p>		
6.	Prospectus filing fee* – TT\$17,500.	<input type="checkbox"/>	
7.	Submission of all legal documents/managerial agreements constituting the securities to be registered.	<input type="checkbox"/>	
8.	A schedule outlining the identities of the parties who will be service providers for the CIS (please note that the party responsible for the distribution of the CIS must be registered with the Commission as a Broker-Dealer)	<input type="checkbox"/>	

Signature of Designated Person

Date

** Please note that all fees are payable at the submission of the application and are **non-refundable**. Additionally, please submit the completed checklist together with the application.*