

**INFORMATION SHEET**

1. Name :

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2. Principal

Business

Activities:

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3. Head or Main Office:

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(a) Address:

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(b) Telephone Numbers:

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(c) Telefax No. :

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4. Branches :

Address

Date Established or Licensed

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5. Subsidiaries & Affiliates :

<u>Name &amp; Type of Business</u>	<u>\$ Amount of Shares Held</u>	<u>% of Shares Held to Total</u>
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6. Management :

(a) Board of Directors :

<u>Name</u>	<u>Designation</u>	<u>Present Term From - To</u>	<u>No.of Years as Board Member</u>
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(b) Board Committee(s):

<u>Name &amp; Purpose of Committee(s):</u>	<u>Name of Members</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(c) Officers and Officials :

<u>Name</u>	<u>Position</u>	<u>No. of Years as Officer or Official</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. Ownership Profile :

	<u>Name</u>	<u>Country of</u>		<u>Paid-up Capital</u>	
		<u>Citizenship</u>	<u>Residence</u>	<u>\$</u>	<u>%</u>
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____
7.	_____	_____	_____	_____	_____
8.	_____	_____	_____	_____	_____
9.	_____	_____	_____	_____	_____
10.	_____	_____	_____	_____	_____
Other Shareholders owning less than 5%					
(_____) Number				\$ _____	<u>100%</u>

8. Organisation Profile :

- (a) Organisation Chart - Annex a chart indicating major departments or divisions with names and position titles of officers heading each department or division.
- (b) Functions - Annex a list of functions or responsibilities for each department or division listed in organisation chart indicating number of personnel or staff for each.
- (c) Qualifications of its principal shareholders, directors, officers, and officials. Annex Personal Declaration Sheet of each principal shareholder, director, officer, and official.
- (d) Powers and purposes. Annex the latest copies of memorandum and articles of association if not previously submitted to the Bank.

9. Shareholdings in Other Financial Institutions:

<u>Name of Financial Institution</u>	<u>Shares Owned</u>		<u>% of Capital</u>
	<u>\$</u>	<u>Number</u>	
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

10. Certification and Undertaking :

I, \_\_\_\_\_, certify that all information contained in and accompanying this form is complete and accurate to the best of my knowledge and belief.

I also undertake to forthwith notify Bank of Guyana within a period of fifteen days of any material change to this Information Sheet.

\_\_\_\_\_  
 (Signature) \_\_\_\_\_  
 (Position)

\_\_\_\_\_  
 (Date)

Sworn to at Georgetown, Demerara,

this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_,

Before Me,