

Personal Declaration Sheet

*To be completed by incorporators, directors, principal officers and ten largest shareholders.
It is essential to complete this form accurately and legibly. No section in the form may be left blank. Place "Not Applicable" or "None" as the case may be.*

Section A

Name: _____ Date of Birth: _____
 Country of Birth: _____ Country of Citizenship: _____
 Country of Residency: _____ Since: _____ (Year)

Section B : Capacity of Person making Declaration

Position or capacity: _____

Section C : Addresses

| | |
|---------------------------|------------------------------|
| Present Business Address: | Present Residential Address: |
| _____ | _____ |
| _____ | _____ |
| Country: _____ | Country: _____ |
| Business Phone: _____ | Residential Phone: _____ |
| Fax: _____ | Fax: _____ |
| E-mail: _____ | E-mail: _____ |

Last two addresses in Fiji, over the past ten years, if any:

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Section D

[1] Professional Qualifications

| Academic Degree Awarded | Field of Study | Institution Awarded From | Year Obtained |
|-------------------------|----------------|--------------------------|---------------|
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If space allocated above is insufficient please attach details to this form. Please list in order of highest degree attained to lowest and include special awards or honours.

[2] Membership in Professional Organisations

| Organisation | Specialisation of Organisation | Year Membership Began |
|--------------|--------------------------------|-----------------------|
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Section E : Employment History

Most recent to least recent for the last ten years.

| Employer Name | Business of Employer | Positions Held | Period of Employment |
|---------------|----------------------|----------------|----------------------|
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Section F : Shareholders Stake

For completion only by shareholders.

| Shares held in Parent Entity* (%) | Shares held in Applicant* (%) | Type of shareholding in Applicant** |
|-----------------------------------|-------------------------------|-------------------------------------|
| | | |
| | | |

* Holdings as a percentage of total issued and paid-up capital.

** Preferential or Ordinary Shares. Convertible bonds should not be included.

Section G : Other Business Affiliates (Direct & Indirect)

| Name of Business | Nature of Affiliation* | Period for |
|------------------|------------------------|------------|
| 1) _____ | _____ | _____ |
| 2) _____ | _____ | _____ |
| 3) _____ | _____ | _____ |
| 4) _____ | _____ | _____ |
| 5) _____ | _____ | _____ |

*i.e. Director, Officer, Shareholder, Incorporator.

[1] Current Shareholding in Other Entities

| Name of Entity | Percentage Holdings* | Type of Shares** | Type of Relationship*** | Name of Person**** |
|----------------|----------------------|------------------|-------------------------|--------------------|
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*Holdings as a percentage of total issued and paid-up capital.

**Preferential or Ordinary Shares. Convertible bonds should not be included.

*** State type of any consanguinity or affinity relationships existing with other shareholders eg. mother, father, sister, brother etc.

**** Name of related person.

Section H : Involvement in Criminal and Civil Proceedings

| Name of Investigative Body or Court | Country | Status* | Full Particulars |
|-------------------------------------|---------|---------|------------------|
| | | | |
| | | | |
| | | | |

* Already conducted, pending, or on-going.

Section I : Documentary Requirements

Documents Required

Please tick box if documents added.

- 1) Sworn and certified financial statements for the past four years.
- 2) Two letters of character reference certified and duly notarised from individuals other than relatives who have personally known the undersigned for at least ten years.
- 3) Detailed resumes. Must include qualifications for the past ten years, employment history, major achievements and duties done in various positions of employment.
- 4) Two letters, duly certified and notarised, from financial institutions with which the undersigned has had dealings for the past two years. Special focus must be on the performance of past and present accounts.

Section J : Certification and Undertaking

I, _____ of _____ certify that all the above information contained in and accompanying this form is complete and accurate to the best of my knowledge and belief and that I do not possess any of the characteristics outlined in Section 19 of the 1995 Banking Act.

I also undertake to inform the Reserve Bank of Fiji, within a period of fifteen days, of any material change to this Personal Declaration Sheet.

(Signature)

(Position)

Sworn at _____ this _____ day of _____, _____

Before Me,

A Commissioner of Oaths to Affidavits