

# RESERVE BANK OF FIJI



## INVESTMENT ADVISER BODY CORPORATE LICENCE

### CHECKLIST

REQUIREMENTS	COMMENTS
<p><b>1. <i>Application Forms and Fees:</i></b></p> <ul style="list-style-type: none"> <li>• Complete application form: <ul style="list-style-type: none"> <li>➤ Form B5</li> </ul> </li> <li>• Payment of application fees: <ul style="list-style-type: none"> <li>➤ FJD \$1,231.70 VIP</li> </ul> </li> </ul>	<p>Application fees must be submitted with application forms and all other required documents before the application can be assessed.</p>
<p><b>2. <i>Financial Backing:</i></b></p> <ul style="list-style-type: none"> <li>• Must have a paid up capital of at least FJD \$30,000 or such higher amount as the RBF may in its absolute discretion determine.</li> </ul>	<p>To meet this requirement certified supporting documents are required as proof of company incorporation and paid up capital.</p>
<p><b>3. <i>Qualified and Experienced Staff and a Director:</i></b></p> <ul style="list-style-type: none"> <li>• Must have staff (inclusive of a qualified chief executive) and a director who is capable of providing professional services to clients in the field of activity to which the licence relates.</li> </ul>	<p>Each Investment Adviser Body Corporate must have <u>at least one licensed representative</u>.</p> <p>For details under this requirement, please refer to <b>Investment Adviser Representative Licence Checklist</b>.</p>
<p><b>4. <i>Shareholders and propriety of members of board of directors:</i></b></p> <ul style="list-style-type: none"> <li>• Must have as shareholders and members of its board of directors such persons as the RBF considers fit and proper.</li> </ul>	<p>To meet this requirement certified supporting documents are required as proof to confirm that fit and proper assessment has been conducted by the applicant.</p>
<p><b>5. <i>Business Premises</i></b></p> <ul style="list-style-type: none"> <li>• Must have suitably located and equipped premises to provide satisfactory service to the clients.</li> </ul>	