

BELIZE INTERNATIONAL FOUNDATION APPLICATION FORM

Any services provided by Orion Corporate & Trust Services Ltd. are pursuant to the laws of Belize only. To ensure you are in full compliance with the laws and requirements of your jurisdiction, legal and accounting advice in your jurisdiction is recommended. Orion Corporate & Trust Services Ltd. is not in a position to, and does not offer legal advice for any jurisdiction outside of Belize.

1. **Foundation Name** - Please take note that the words "Foundation", "Found.", "Fdn." must be part of the Foundation name requested.

Please indicate below the foundation name requested plus two alternative choices in order of preference.

I _____

II _____

III _____

2. **Purposes of Foundation:**

(a) **Charitable Foundation:**

The charitable foundation shall be established for one or more of the following purposes:

- the relief of poverty;
- the advancement of health, education, art, culture, sports or religion;
- the protection of the environment, fauna or flora;
- the advancement of human rights or fundamental freedoms; or
- any other purpose which is beneficial to the community in Belize or elsewhere.

(b) **Non-Charitable Foundation:**

(c) **For both Charitable & Non-Charitable purpose:** (please check the appropriate box in 2(a))

3. **Foundation Charter**

(a) Standard provisions: The Standard Foundation Charter are popularly used and suitable for most types of business activities.

(b) Non-standard provisions: Please provide details of your specific requirements or indicate if you will be providing your own Foundation Charter.

4. **Duration of Foundation** The standard provisions permit the Foundation to be established for an indefinite period.

Please specify any period for the Foundation _____

5. **Initial Endowment:** _____

6. Founder(s): Please use additional sheets if necessary.

➤ Name: _____ Nationality/ Passport No: _____

➤ Birth Date: _____ Occupation: _____

➤ Email: _____ Tel: _____ Fax: _____

➤ Address: _____

➤ Name: _____ Nationality/ Passport No: _____

➤ Birth Date: _____ Occupation: _____

➤ Email: _____ Tel: _____ Fax: _____

➤ Address: _____

7. Beneficiaries: Please use additional sheets if necessary.

➤ Name: _____ Nationality/ Passport No: _____

➤ Birth Date: _____ Occupation: _____

➤ Email: _____ Tel: _____ Fax: _____

➤ Address: _____

➤ Benefit assigned _____ (%)

➤ Name: _____ Nationality/ Passport No: _____

➤ Birth Date: _____ Occupation: _____

➤ Email: _____ Tel: _____ Fax: _____

➤ Address: _____

➤ Benefit assigned _____ (%)

➤ Name: _____ Nationality/ Passport No: _____

➤ Birth Date: _____ Occupation: _____

➤ Email: _____ Tel: _____ Fax: _____

➤ Address: _____

➤ Benefit assigned _____ (%)

- Name: _____ Nationality/ Passport No: _____
- Birth Date: _____ Occupation: _____
- Email: _____ Tel: _____ Fax: _____
- Address: _____
- Benefit assigned _____ (%)

8. Members of Foundation Council: At least one member of the foundation council shall at all times be a resident of Belize or a registered agent.

- Name: _____ Nationality/ Passport No: _____
- Birth Date: _____ Occupation: _____
- Email: _____ Tel: _____ Fax: _____
- Address: _____

- Name: _____ Nationality/ Passport No: _____
- Birth Date: _____ Occupation: _____
- Email: _____ Tel: _____ Fax: _____
- Address: _____

- Name: _____ Nationality/ Passport No: _____
- Birth Date: _____ Occupation: _____
- Email: _____ Tel: _____ Fax: _____
- Address: _____

9. Protector:

- Name: _____ Nationality/ Passport No: _____
- Birth Date: _____ Occupation: _____
- Email: _____ Tel: _____ Fax: _____
- Address: _____

10. Secretary (mandatory if the local council member is not a licensed entity):

- Name: _____ Nationality/ Passport No: _____
- Birth Date: _____ Occupation: _____
- Email: _____ Tel: _____ Fax: _____

➤ Address:

11. **Contact person:** _____ Tel: _____

E-Mail Address: _____ Fax: _____

Mailing Address:

Address:

12. **Public Office:**

(i.) Does any Founder, Council Member, Director, Shareholder, Beneficial Owner, or their close family member hold political or public office in any country? YES NO

(ii.) Has any Founder, Council Member, Director, Shareholder, Beneficial Owner, or their close family member held political or public office in any country within the last ten years? YES NO

Please elaborate if the answer is YES to any of the above:

13. **Correspondence:** Please note that all annual fees are due on the anniversary date. Clients are obligated to pay annual fees before the date specified on renewal notices sent by Registered Agent to avoid any penalty. In order to ensure timely receipt of notices or renewal invoices, please specify e-mail and mailing address and keep us advised of any changes.

(a) Send any invoices, notices or other correspondence via:

Email _____

Airmail _____

Fax _____

(b) Do not send any correspondence via: Email Airmail Fax

14. **Renewal:** It is agreed by all parties that although Orion will send reminders for Renewal Fees or any outstanding fees due by Client or on behalf of the Foundation, it is the residual responsibility of the Client to request such outstanding amounts annually, as increased fees and penalties may become due depending on how long such fees have not been paid and ultimately leading even to the irreversible striking off of the said Foundation for non-payment and no responsibility or liability shall rest with Orion or any of its officers or employees in such event of late or increased fees or striking off.

15. **Payment:** We/I authorize Orion Corporate & Trust Services Ltd. to establish a Belize International Foundation in accordance with the foregoing instructions. It is agreed that if we/I request additional work from Orion Corporate & Trust Services Ltd., its nominees, associates, or subsidiaries; I will be billed at the hourly rate of US \$150.00 or such other rate as may be mutually agreed between Orion Corporate & Trust Services Ltd. and ourselves/myself.

16. **Accounting Records:** Under the laws of Belize it is mandatory for all Belize companies and entities to keep reliable accounting records. The accounting records shall include sufficient information to explain the company's transactions and determine the financial position of the entity with reasonable accuracy. The entity shall provide its registered agent with a written record of the physical address of the place(s) where the accounting records

are kept and notify the registered agent of any change thereto within fourteen (14) days.

The physical address for retention of accounting records/transaction records for the company is:

FOUNDER SIGNATURE

Name: _____

Date: _____

FOUNDER SIGNATURE

Name: _____

Date: _____

Terms & Conditions

These conditions shall be deemed to be incorporated into all contracts made by Orion Corporate & Trust Services Ltd. (“the Company”) and all work undertaken or goods supplied by the Company shall be deemed to be carried out pursuant to a contract incorporating these conditions. The person, firm or company from whom the Company receives instructions (“the Customer”) shall be liable to the Company as a principal for all costs, charges and expenses that shall be due to the Company in respect of services carried out or goods supplied by the Company subject to these conditions whether or not such Customer purports to contract as an agent. A Customer may not assign the benefit or burden of any contract with the Company.

1. Any services will be provided or goods supplied by the Company as expeditiously as may be possible but the Company shall not be liable in respect of any failure to meet any specified delivery or completion date save that where the Company files, registers or submits documents or conducts agency services such services will be carried out by any due date having regard to the nature and time of the receipt of the Customer’s instructions and any other delays outside the Company’s control.
- 2-(1) Where advice is given or documents prepared the Company will use its best endeavors to ensure accuracy or such advice or documents having regard to the nature of the Customer’s instructions. (2) Where goods are supplied or documents printed by the Company such goods or documents shall be reasonably adequate for the purpose intended and disclosed to the Company. (3) Information supplied by the Company shall be reasonably accurate having regard to the accuracy of the source material and the nature of the Customer’s instructions.
3. The Customer warrants_
 - (1) that any instructions given by the Customer will not cause the Company to infringe the law of any country.
 - (2) the accuracy of all information given to the Company by the Customer.
 - (3) that where shares or company appointments are held by employees of the company in connection with the formation of a company for the Customer then immediately following the receipt of the necessary documents by the Customer all necessary steps will be taken to:
 - A). complete the transfer of such shares to the beneficial owner
 - B). implement the resignations of the employees or nominees of the company from the appointments in question and substitute the appointees of the beneficial owner of the new company.
 - C). thereafter complete the necessary statutory formalities in connection with the appointment of officers, registered office and the issue of shares.
4. So far as may be necessary for the execution of the Customer’s instructions, the Customer authorizes the Company to sign the Customer’s name upon Court and other official forms and applications and will indemnify the Company against all costs, claims, demands and expenses that may result from the Company’s use of the Customer’s name in connection with the making of applications to or the conduct of business in any Government Department, Court, Registry or other official body so far as such application or business may be necessary for the execution of the Customer’s instructions. The copyright in all written material including documents, reports and record books prepared by the Company shall vest in the Company. The Customer shall have the right to use such material for the purpose intended by the Customer’s instructions and for no other purpose. This condition shall not however apply where the Company has merely printed documents prepared by the Customer without the assistance of the Company.
5. The Company will perform the services required for the Customer with all reasonable diligence and skill if however any liability to the Customer shall arise on the part of the Company, its agents (whether under the express or implied terms of the contract or in negligence or in any other way) for any damage or loss sustained or incurred by the Customer. Such liability shall in all cases whatsoever be limited to the payment by the Company on its own behalf and on behalf of its agents by way of damages of an amount not exceeding USD500 in respect of any one claim or series of connected claims. Notwithstanding anything else contained in these conditions, the Company shall not be liable to the Customer for loss of profits, loss of contracts or other loss or damage arising indirectly or consequentially from negligence or breach or contract by the Company in the performance of its services. The Company shall have no liability to any instructions given orally for any misunderstanding or misinterpretation which may arise in relation thereto whether on the part of the Company or the Customer.
6. The Customer shall be responsible for and shall indemnify the Company against all liabilities relating to any loss or damage suffered by any third party arising as a result of work undertaken or goods supplied by the Company to or at the request of the Customer.
7. If payment shall not have been made by the Customer in accordance with conditions requested by the Company, the Company shall have the right to cancel any outstanding contracts with such Customer summarily by notice in writing without compensation to the Customer but with the right to be paid in respect of all work done for or goods supplied to the Customer and to be reimbursed the amount of all moneys paid out account of the Customer up to the date of such cancellation.
8. The Customer must inspect any goods supplied immediately upon receipt and shall give written notice to the Company within five working days from such inspection. If the Customer fails to give proper written notice the goods shall be deemed to be in all respects in accordance with the Customers instructions and the contract.
9. Any mail handling (whether Mail Receiving or Mail Forwarding) agreement between the Company and the Customer applies only to items containing documents of no commercial value and the Company is not responsible for items with commercial value, negotiable instruments or illegal items of whatever form or currency. The Company will not forward or hold suspicious or illegal items on behalf of the Customer, but will report and hand over such items to the proper authorities. The Company does not guarantee the reliability of any mail system in any country, including Belize.
10. If any Trust, IBC, or other structure that Orion provides services for enters litigation or is a party to litigation (as defendant or otherwise), Orion reserves the right to request a deposit or a retainer to cover anticipated legal fees, court costs, other parties attorneys’ costs in event of loss, and litigation expenses, the unused portion of which will be refunded. Orion further reserves the right to resign or settle the court action in the best interest of Orion if circumstances dictate (which should be at the sole and absolute discretion of Orion) or if cooperation, communication, or other assistance or facilitation by applicant or beneficial owner is not forthcoming.
11. No. 35 New Road, Belize City, Belize is the official registered address for your International Business Company. This address should not be used as an operational address as Orion is not responsible for receiving correspondence on behalf of your company. Orion reserves the right to advise or inform any regulatory agency either in Belize or abroad, or any individual as the case may be, that business operations do not actually occur at our address.

It is agreed that if I request additional work from Orion Corporate & Trust Services Limited, its nominees, associates, or subsidiaries, I will be billed at the hourly rate of USD\$150.00 or such other rate as may be mutually agreed between Orion Corporate & Trust Services Limited and myself.

APPLICANT SIGNATURE

Date:

APPLICANT SIGNATURE

Date:



No. 5 Cork Street, P. O. Box 1708, BELIZE CITY, BELIZE TEL: +501-223-6910 FAX: +501-223-6623 Email: orion@btl.net

DUE DILIGENCE CONSENT FORM

Foundation Name:

Address:

Nature of Business:

Founder (s) _____
(Major Shareholder)

Home Address:

Tel: _____ **Fax:** _____

Date of Birth:

Nationality:

Passport Number:

Social Security / Country Resident ID number:

I/We, the undersigned Founder(s) of the above-mentioned Foundation, hereby authorize Orion Corporate & Trust Services Limited (“Orion”) formed and organized under the laws of Belize to request any and all reports pertaining to the above-mentioned foundation and/or individual(s) from any source that Orion in its sole discretion deems necessary or advisable and hereby consent to the transfer of such information or reports to the Orion for due diligence purposed in incorporating and managing the International Foundation. This authorization includes but it not limited to reports and/or information obtainable from police, criminal and other records both locally and internationally. I/We hereby release Orion from any liability arising from conducting and using information obtained from the above-described searches.

Signature

Signature