

Form 3

THE SECURITIES (REGISTRATION, LICENCING AND CORPORATE GOVERNANCE) RULES, 2010

RULE 15(c)

APPLICATION FOR TRUSTEE /CUSTODIAL LICENCE

Application is hereby made for: A Trustee / Custodial Service s* licence and the following statements are made in respect of the application.

Note-

If space is insufficient to provide details, please attach annexure(s). Any annexure(s) should be identified as such and signed by the signatory of this application.

Information provided should be as at the date of the application or renewal.

1. Name of company.....
2. Registered office.....
3. Date of incorporation.....
4. Address
5. E-mail
6. Location, address and telephone number of principal office.....
.....
7. Location, address and telephone number of branch offices
-
8. Details of capital structure:
 - (a) Nominal capital
 - (b) Number of shares
 - (c) Paid-up capital
- 9 (a) Directors (please attach a list)
Name.....
Permanent Address.....

Identity card/ Number
Passport Number.....
Date of birth.....
Academic qualifications.....
Professional Qualifications.....
Number of shares held in the company

(b) Secretary

Name.....
Address
Academic/ Professional Qualifications.

(c) Chief executive and other key personnel

Name
Identity number/card.....
Passport/number
Date of appointment
Date of birth.....
Permanent address & telephone number
Academic or professional qualification
Number of shares held in the company

d) Compliance Officer.....

10. Particulars of other directorship(s) of the directors and secretary.

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11. Particulars of shares held by directors or secretary in other companies

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12. Has the applicant or any of its directors, secretary or members of senior management at any time been placed under receivership, declared bankrupt, or compounded with or made an assignment for the benefit of his creditors, in Zimbabwe or elsewhere? Yes/ No.

If 'yes', give details

.....

13. Has any director, secretary or senior management of the applicant been a director of a company that has been:

(a) denied any licence or approval under the Securities Act or equivalent legislation in any other jurisdiction: Yes/No.
If Yes, give details.

.....

(b) a director of a company providing banking, insurance, financial or investment advisory services whose licence has been revoked by the appropriate authority? Yes/No.
If Yes, give details.

.....

(c) subjected to any form of disciplinary action by any professional body of which the applicant or any of its director was a member? Yes/ No.
If yes, give details.

.....

14. Has any court ever found that the applicant, or a person associated with the applicant was involved in a violation of the Securities Act or Regulations there under, or equivalent law outside Zimbabwe? Yes / No.
If 'yes', give details.

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15. Is the applicant and/or a person associated with the applicant now the subject of any proceeding that could result in a 'yes' answer to the above question (15)?
Yes/ No. If 'yes,' give details.

.....

16 (1) Is the applicant, or any shareholder, director or the secretary of the applicant, a member or director of a member company of any securities exchange? Yes/ No.
If 'yes', give details.

.....

(2) Have any of the above persons been -

(a) refused membership of any securities organization? Yes / No.
If 'yes', give details

.....

b) expelled from or suspended from trading on or membership of any securities organization?
Yes/No. If 'yes' give details

.....

(c) subjected to any other form of disciplinary action by any stock exchange? Yes/No. If 'yes', give details.

.....

17. Business references:

Name.....

Address.....

Telephone number(s)

Occupation

18. Profile of the chief executive and key employees in the applicant company:

Name.....

Post Qualifications Experience

19. List the office facilities of the applicant

.....

20. State the exact nature of the activity to be carried on which obliges the applicant to apply for a licence from the Securities Commission.

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21. State securities exchange at which the applicant intends to seek membership (Full member/Associate member) delete where inapplicable

.....

23. Any other additional information considered relevant to this application:

.....

We (Director), (Director)

and (Secretary) declare that all the information given in this application and in the attached documents is true and correct.

Dated this day of 20

Signed:

.....) Director

.....) Director

.....) Secretary

Note:

The following shall be submitted with the application for a licence:

New Applications

Please note that you are required to submit particulars in item i-6 of senior management, including that of compliance person of the firm. Certified copies of the following should be attached;

1. Birth certificates
2. National Identity card
3. 2 passport size colour photos
4. Detailed CV
5. Police clearance certificate
6. Academic and professional certificates-these include "O" and "A" level certificates, diploma/degree certificates and transcripts.

Submit the following for the company

7. insurance cover
8. Memorandum and Articles of Association
9. certificate of incorporation
10. Auditor's certificate on capital adequacy (\$500 000.00 net asset value)
11. Last audited set of financials.
12. Proof of payment of fees (\$2000.00)
13. a declaration by the directors as to whether after due enquiry by them in relation to the interval between the dates to which the last accounts have been made and a date not earlier than fourteen days before the date of the application –
 - i) the business of the company has, in their opinion, been satisfactorily maintained;
 - ii) there have, in their opinion, arisen any circumstances adversely affecting the company's trading or value of its assets;
 - iii) there are any contingent liabilities by reason of any guarantees given by the company or any of its subsidiaries;
 - iv) there are, since the last annual accounts, any changes in published reserves or any unusual factors affecting the profit of the company or any of its subsidiaries.
- e) a declaration by persons authorized as prescribed to accompany the application form;

Renewal of Licence

The below listed documents should be part of your renewal application

1. Completed application forms
2. Proof of payment of fees of \$1000.00
3. Latest financial statements
4. Auditor's certificate on capital adequacy of a minimum of \$500 000.00 net asset value for a standalone business and banks should comply with the capital adequacy requirements of the Reserve Bank of Zimbabwe. In addition, Banks should provide separate management accounts for the custodial business- Income statement and balance sheet.
5. Professional indemnity cover
6. A covering letter stating any significant changes in the business since the last licensing period.
7. Compliance with any corrective orders that may have been issued by the Commission.
8. Audited financial statements should be submitted within three months of year end.

Payment of fees

Invoices can be obtained at fidelism@seczim.co.zw.

PART 2

MISCELLANEOUS

1. We are aware of the provisions of the Act relating to fraudulent applications.
2. We declare that all information given in this application and in the attached annexures (if any) are true and correct.

Dated this.....day of.....20.....

.....
*Signature

.....
Signature

.....
(Name of Director)

.....
(Name of Director/Secretary)**

*This application is to be signed by two directors or a director and the secretary of the applicant.

**Delete whichever is inapplicable.