

The following original documents along with a photocopy of each or a photocopy of same duly stamped, signed and dated by a Justice of the Peace/ Notary Public must be submitted with the completed application form. The asterisk (\*) indicates where the specified document is required:

Documents	Original (Please tick)	Certified Copy (Please tick)	New Registration	Renewal of Registration	Additional Category	Overseas Applicants	For Official Use Only
G.C.T Certificate of Registration <b>OR</b>			*	* (Only if previous certificate was issued on a temporary basis)	* (Only if previous certificate was issued on a temporary basis)	N/A	
G.C.T Status letter from the Tax Administration of Jamaica (for Applicants with "Registered Persons" tax status)			*	*		N/A	
Evidence of current Tax Compliance			*	*	*	* Notarized equivalent document in own country	
Company's Certificate of Incorporation <b>OR</b>			*			* Document must be notarized	
Business Name Registration			*	* (only if previous one has expired since date of previous application)	* (only if previous one has expired since date of previous application)	* Document must be notarized	
Company's Office of Jamaica Status letter indicating the current Directors and Company Secretary			*	*	*	* Notarized equivalent document in own country	
Certificates / Licences / Letters of Approvals from Relevant Regulating Agencies/ Academic Certificates. (Please see required documentation by category for guidance)			*	*	*	* Document must be notarized	
Two written Trade References			*			*	
Company Profile			*	*	*	*	
Directors and Key Personnel Current Resumes			*	*	* (if previous resume was submitted more than six months before)	*	
Letters of permission / no conflict of interest			*	*	* (if previous letter was submitted more than six months before)	*	