



## LLC FORMATION QUESTIONNAIRE AND INFORMATION FORM

The following information is required to form and establish a company under the Nevis Limited Liability Company Ordinance, 2017. Information on the LLC's beneficial owners, members and managers is not filed with the office of the local Registrar of Companies. By executing this form you confirm that you have read and agree to be bound by our Terms of Business. Please see our website at [www.morningstarnev.com](http://www.morningstarnev.com) for our Terms of Business.

### PROPOSED NAME

- A company name may be in any language. The text of the articles of organisation will be in English.
- Permitted LLC suffixes or its abbreviations are: "Limited Liability Company", "Limited Company", "LLC", "L.L.C.", "LC" and "L.C.".

Please list at least three alternatives in order of preference.

1. 

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2. 

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3. 

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### PURPOSE OF THE COMPANY

Please indicate the purpose for which the company is required and provide full details – a response such as "holding company" or "investments" is not sufficient.

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### SOURCE OF FUNDS

Please indicate the source of funds and the estimated value of capital to be used to capitalize the company. This should clearly indicate how the beneficial owner(s) generated the wealth utilized to fund the entity.

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### MANAGEMENT

The articles of organisation must state how the LLC is to be managed. Please confirm if the LLC will be:

- |  |                                    |
|--|------------------------------------|
| – Managed by managers exclusive of the members | <input type="checkbox"/> Confirmed |
| OR   |                                    |
| – By the members in their capacity as members  | <input type="checkbox"/> Confirmed |

**LLC FORMATION QUESTIONNAIRE AND  
INFORMATION FORM****MANAGER(S)**

Please provide the complete name and address of each manager. Managers may be corporate entities or natural persons.

**Manager #1**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Occupation \_\_\_\_\_

**Manager #2**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Occupation \_\_\_\_\_

**Manager #3**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Occupation \_\_\_\_\_

**MEMBER(S) AND BENEFICIAL OWNERS**

Please provide the complete name and address of each member and each beneficial owner. Members may be corporate entities or natural persons.

**Member #1**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Occupation \_\_\_\_\_

LLC FORMATION QUESTIONNAIRE AND  
INFORMATION FORM**Member #2**

Name

Address

Telephone

Email

Occupation

**Member #3**

Name

Address

Telephone

Email

Occupation

**Beneficial Owner #1**

Name

Address

Telephone

Email

Occupation

**Beneficial Owner #2**

Name

Address

Telephone

Email

Occupation

**Beneficial Owner #3**

Name

Address

Telephone

Email

Occupation



## LLC FORMATION QUESTIONNAIRE AND INFORMATION FORM

### DURATION

An LLC with a limited duration must specify in its articles of organisation the latest date on which the LLC is to dissolve. Please confirm the date on which the LLC is to dissolve. If no date is indicated, the LLC will have perpetual existence.

### REQUIRED SUPPORTING DOCUMENTS

The following documents dated not more than three months prior to the submission of this form are to be furnished for each of the ultimate individual beneficial owners, members and managers:

- Certified or notarized passport copy
- Proof of residential address, such as a copy of a utility bill or a bank statement
- Professional reference letter
- Financial institution reference letter

Where a corporate entity acts as a member or manager, we require a copy of the Articles of Incorporation, Formation Certificate or equivalent document of that entity, together with the supporting documents indicated above pertaining to the individual owner(s) of such entity.

### MAIL

You may have mail for your new LLC sent to our address. Please indicate how we should handle any mail received.

- ☐ Collect all mail and forward same to you at the end of each quarter, at a fee of \$150 per annum
- ☐ Retain all mail on file, at a fee of \$400 per annum
- ☐ Discard all mail received, at a fee of \$100 per annum
- ☐ No mail forwarding service

If any mail is received for the LLC, and none of these options have been chosen, the mail will be forwarded to you on a quarterly basis at a fee of \$150 per annum. Note that legal documents are subject to separate procedures.

### NEVIS ADMINISTRATION SERVICES

Meridian Trust Company Limited, our sister company based in Nevis, can arrange management and administration services for LLCs. Please indicate if you want to learn more about Meridian's services.

☐ Yes ☐ No



## LLC FORMATION QUESTIONNAIRE AND INFORMATION FORM

### Completed By

Name

Company/Firm

Email

Address

Phone

Fax

Signature

Date

*To be completed by the beneficial owner or proposed manager of the LLC.*

**Morning Star Holdings Limited**  
Hunkins Waterfront Plaza  
Suite 556  
Main Street  
Charlestown, Nevis  
West Indies  
Tel +1-869-469-1817  
Fax +1-869-469-1794  
info@morningstarnevis.com