

This application must be completed and forwarded with appropriate plans to:

**PRINCIPAL SECRETARY
MINISTRY OF HABITAT, INFRASTRUCTURE
AND LAND TRANSPORT
P.O. Box 199
INDEPENDENCE HOUSE,
VICTORIA**

REPUBLIC OF SEYCHELLES
Immovable Property (Transfer Restriction) Act Cap. 95

Application for Sanction to lease, rent/hold an

option to lease, rent immovable property

1. **Name of Applicant in full:**
(state whether Mr/Mrs/Miss)

Nationality:

Occupation:

2. **Permanent Address:**

3. **If a Company:**

(i) Name of Company:

(ii) Address of Registered Office:

(iii) State full names and nationalities of directors and shareholders:

(iv) State whether registered under the Companies Act 1972 and give Registration No.:

(v) If an overseas company state country in which originally formed:

(vi) State:

(a) percentage of share capital held by Non-Seychellois
.....%

(b) if the applicant company is controlled by another company additionally, state the above details in respect of the controlling company

(vii) Nature of business:

4. **Name and address of bankers in country of origin:**

5. **Name and address of bankers in Seychelles:**

6. **Name of Notary or Attorney:**

7. **Date of arrival in Seychelles:**

8. **Details of entry permit:**

9. **Description of immovable property to be leased, rented, etc:**
- Parcel Number/(s):
 - Area in sq. metres:
 - Location:
(a survey and location plans must be attached)
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10. **Give brief description of any buildings included on the property:**
(e.g.: dwelling house, business premises....)

Value in Rupees:

11. **Name, Address and Nationality of Lessor:**
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12. **State period for which lease is applied for: (term of lease)** (see Note 1):
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13. **Rent payable (yearly or monthly) in Rupees:**
-

14. **State the currency which will be used for the lease:** (e.g.: US Dollars, Euros, Pounds Sterling, etc)
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15. **State the purpose of the proposed lease, rent** (if to carry out a business activity, state which:
-

16. **In the case of a proposed development, has planning permission been applied for:**
-

17. **If a licence is required for the proposed activity, please state which licence has been applied for:**
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18. **Give details of any immovable property now or previously owned or leased by you in Seychelles:**
(Parcel No., Area, Location, Buildings...)

I apply for the Sanction of the Cabinet of Ministers to **lease, rent/hold an option to lease, rent** (delete as appropriate) the immovable property described in this application. I certify that the particulars given herein are to the best of my knowledge true and correct.

I authorize the Government of Seychelles to obtain references from the bankers named in Sections 4 and 5 of the application.

Name:

Signed:

If signed by
an agent

Name:

Profession:

Address:

Owner's consent:.....

Name:.....

Date:

Official Use:

Received:

NOTES

1. If Lease is for a term of more than 2 years, the following documents **must** be submitted with this application:

The Applicant

(a) In the case of an individual(s):

- Certified true copy of applicant/(s) valid passport details which must be accompanied by the contact details of the certifying Notary or Attorney.
- Copies of 2 utility bills as proof of residential address which should not be older than 3 months from the date of the application
- Original Current Police Clearance Certificate not older than 6 months from the date of the application in country of residence in the last 2 years.
- Signed declaration that the individual is not (or is) a Politically Exposed Person (PEP).
- Signed declaration of source of funds to be used for the proposed transaction (declaration form can be downloaded from www.luh.gov.sc)
- Signed declaration of proof of funds from the originating bank validating the proposed transaction (e.g. a bank-signed bank statement showing the

requisite balance of funds or a letter of reference stating availability of funds from the bank).

(b) In the case of a corporate body:

- Certificate of Incorporation
- Memorandum and Articles and Association.
- Share certificates and register of directors.
- Written declaration by the natural person(s) who are the ultimate beneficial owner(s) of the corporate body which is duly certified by a notary or attorney and with the contact details of the certifying notary or attorney
- Signed declaration that the individual is not (or is) a Politically Exposed Person (PEP).
- Certified true copy of valid passport details of the ultimate beneficial owner(s) which must be accompanied by the contact details of the certifying Notary or Attorney
- Copies of 2 utility bills of the ultimate beneficial owner(s) as proof of residential address which should not be older than 3 months from the date of the application
- Original Current Police Clearance Certificate of the ultimate beneficial owner(s) not older than 6 months from the date of the application in country of residence in the last 2 years
- Proof of identity in the form of 2 utility bills and certified true copies of valid passport details with the contact details of the certifying notary or attorney for each director and for each shareholder holding 25% or more of the shares of the corporate body
- Signed declaration of source of funds to be used for the proposed transaction (declaration form can be downloaded from www.luh.gov.sc)
- Signed declaration of proof of funds from the originating bank validating the proposed transaction. (e.g .a bank-signed bank statement showing the requisite balance of funds or a letter of reference stating availability of funds from the bank).

The Lessor

(a) in the case of an individual(s):

- Certified true copy of vendor(s) valid passport details which must be accompanied by the contact details of the certifying Notary or Attorney.
- Copies of 2 utility bills as proof of residential address which should not be older than 3 months from the date of the application.

- Where the Vendor(s) is/are Non-Seychellois Original Current Police Clearance Certificate not older than 6 months from the date of the application in country of residence in the last 2 years.

(b) in the case of a corporate body:

- Certificate of Incorporation.
- Memorandum and Articles and Association.
- Share certificates and register of directors.
- Written declaration by the natural person(s) who are the ultimate beneficial owner(s) of the corporate body which is duly certified by a notary or attorney and with the contact details of the certifying Notary or Attorney.
- Certified true copy of valid passport details of the ultimate beneficial owner(s) which must be accompanied by the contact details of the certifying Notary or Attorney.
- Copies of 2 utility bills of the ultimate beneficial owner(s) as proof of residential address which should not be older than 3 months from the date of the application.
- Where the Vendor is Non-Seychellois Original Current Police Clearance Certificate of the ultimate beneficial owner(s) not older than 6 months from the date of the application in country of residence in the last 2 years.
- Certified true copies of valid passport details with the contact details of the certifying Notary or Attorney for each director and for each shareholder holding 25% or more of the shares of the corporate body.

N.B All submitted documents which are not in English or French language must be translated with the full contact details of the translator.