

Forward Group Partnership Information Form



Welcome to Forward Group and thank you for enquiring about our services.

This Form needs to be completed for the Partnership which is being incorporated or transferred in and that is in receipt of any administration services from Forward Group and for any corporate entities in the ownership structure.

A: Partnership Details			
A1a: Preferred / Current Partnership Name			
A1b: Trading Name or Alternative Name 1*			
A1c: Alternative Name 2*			
A2: Type of Partnership*		☐ Incorporated Limited Partnership ☐ Limited Partnership ☐ Limited Liability Partnership ☐ Separate Limited Liability Partnership	
A3: Registered Office Address Please include business name/number/plot; street name/number; town/city; postal code; and country. Where the Partnership is transferring to Forward Group, this will be the existing/old address. If the Partnership has a separate mailing address, please also provide details.			
A4: Business Email			
A5: Telephone		A6: Website	
A7: Date of Incorporation		A8: Country of Incorporation	
A9: Registered Number		A10: Lead Contact	
A11: Rationale Please detail the purpose and rationale of the Partnership in light of the wider tax or structuring planning. Please provide a copy of the written tax / legal advice in respect of the rationale for the Jersey structure.			
A12: Business Activities Please provide details of the Partnership's business activities.			

A: Partnership Details (continued)

A13: Countries of Operation

List the countries where the business activities will be conducted and/or the clients or customers of the Partnership are located.

If the Partnership is to act as a holding vehicle or hold unquoted investments, please include details of any subsidiaries, including their activities and jurisdictions of operation.

A14: Incorporation Service Level*

Note: This is the time the Jersey Registry takes to process an application and not necessarily the total time to incorporate a partnership (a 2 or 3 day service typically results in the Partnership being available in about a week).

*Required for new incorporations only

☐ 2 hour incorporation - £856

☐ 1 day incorporation - £543

☐ 2 day incorporation - £395

☐ 3 day incorporation - £308

☐ 5 day incorporation - £205

A15: Term of Partnership specified?

Note: If for an unlimited duration, please state.

☐ Yes

☐ No

If yes, provide details of the length of term in years / end date of the Partnership:

B: Limited Partner Details

Note: Please copy the relevant sections below if there are more than three corporate / individual Limited Partners.

Corporate Limited Partner 1:

B1a: **Corporate Name**

B2a: **Registered Office Address**

Please include business name/number/plot; street name/number; town/city; postal code; and country.

B3a: **Date of Incorporation**

B4a: **Country of Incorporation**

B5a: **Registered Number**

B6a: **Lead Contact**

Corporate Limited Partner 2:

B1b: **Corporate Name**

B2b: **Registered Office Address**

Please include business name/number/plot; street name/number; town/city; postal code; and country.

B3b: **Date of Incorporation**

B4b: **Country of Incorporation**

B5b: **Registered Number**

B6b: **Lead Contact**

Corporate Limited Partner 3:

B1c: **Corporate Name**

B2c: **Registered Office Address**

Please include business name/number/plot; street name/number; town/city; postal code; and country.

B3c: **Date of Incorporation**

B4c: **Country of Incorporation**

B5c: **Registered Number**

B6c: **Lead Contact**

B: Limited Partner Details (continued)

Note: Please copy the relevant sections below if there are more than three corporate / individual Limited Partners.

Individual Limited Partner 1:**B1d: Title****B2d: Forenames****B3d: Surname****B4d: Previous names (if any)***e.g. maiden names or from deed poll changes.***B5d: Full Principal Residential Address***Please include house name/number/plot; street name/number; town/city; postal code and country and will be considered principal residence for tax purposes.***B6d: Date of Birth****B7d: Town of Birth****B8d: Country of Birth****B9d: Nationality****B10d: Principal Occupation***Please be specific rather than using generic terms such as 'Company Director'.***Individual Limited Partner 2:****B1e: Title****B2e: Forenames****B3e: Surname****B4e: Previous names (if any)***e.g. maiden names or from deed poll changes.***B5e: Full Principal Residential Address***Please include house name/number/plot; street name/number; town/city; postal code and country and will be considered principal residence for tax purposes.***B6e: Date of Birth****B7e: Town of Birth****B8e: Country of Birth****B9e: Nationality****B10e: Principal Occupation***Please be specific rather than using generic terms such as 'Company Director'.*

B: Limited Partner Details (continued)

Note: Please copy the relevant sections below if there are more than three corporate / individual Limited Partners.

Individual Limited Partner 3:

B1f: Title		B2f: Forenames	
B3f: Surname			
B4f: Previous names (if any) <i>e.g. maiden names or from deed poll changes.</i>			
B5f: Full Principal Residential Address <i>Please include house name/number/plot; street name/number; town/city; postal code and country and will be considered principal residence for tax purposes.</i>			
B6f: Date of Birth		B7f: Town of Birth	
B8f: Country of Birth		B9f: Nationality	
B10f: Principal Occupation <i>Please be specific rather than using generic terms such as 'Company Director'.</i>			

C: General Partner / Controller Details

Note: Please copy the relevant sections below if there are more than two corporate / individual General Partners.

Corporate General Partner 1:

C1a: **Corporate Name**

C2a: **Registered Office Address**

Please include business name/number/plot; street name/number; town/city; postal code; and country.

C3a: **Date of Incorporation**

C4a: **Country of Incorporation**

C5a: **Registered Number**

C6a: **Lead Contact**

Corporate General Partner 2:

C1b: **Corporate Name**

C2b: **Registered Office Address**

Please include business name/number/plot; street name/number; town/city; postal code; and country.

C3b: **Date of Incorporation**

C4b: **Country of Incorporation**

C5b: **Registered Number**

C6b: **Lead Contact**

C: General Partner / Controller Details (continued)

Note: Please copy the relevant sections below if there are more than two corporate / individual General Partners.

Individual General Partner 1:

C1c: Title		C2c: Forenames	
C3c: Surname			
C4c: Previous names (if any) <i>e.g. maiden names or from deed poll changes.</i>			
C5c: Full Principal Residential Address <i>Please include house name/number/plot; street name/number; town/city; postal code and country and will be considered principal residence for tax purposes.</i>			
C6c: Date of Birth		C7c: Town of Birth	
C8c: Country of Birth		C9c: Nationality	
C10c: Principal Occupation <i>Please be specific rather than using generic terms such as 'Company Director'.</i>			

Individual General Partner 2:

C1d: Title		C2d: Forenames	
C3d: Surname			
C4d: Previous names (if any) <i>e.g. maiden names or from deed poll changes.</i>			
C5d: Full Principal Residential Address <i>Please include house name/number/plot; street name/number; town/city; postal code and country and will be considered principal residence for tax purposes.</i>			
C6d: Date of Birth		C7d: Town of Birth	
C8d: Country of Birth		C9d: Nationality	
C10d: Principal Occupation <i>Please be specific rather than using generic terms such as 'Company Director'.</i>			

D: Limited Partner - Owners

Owner Details

Where shares are held through nominees or by virtue of ownership of any overlying structure (e.g. via a holding company) please provide the details of any ultimate beneficial owners below.

		Number of Shares beneficially held	% Ownership
D1: Limited Partner 1		D1a:	D1b: %
D2: Limited Partner 2		D2a:	D2b: %
D3: Limited Partner 3		D3a:	D3b: %
D4: Limited Partner 4		D4a:	D4b: %
D5: Limited Partner 5		D5a:	D5b: %
Total shares issued		D6:	100%

If the Partnership has corporate shareholders or a complex ownership arrangement, then a structure chart will need to be provided to identify the Ultimate Beneficial Owners and their percentage ownership.

E: Tax Residency – FATCA / CRS

FATCA / CRS

The International Tax Compliance Regulations 2015, which implemented the Foreign Account Tax Compliance Act ("FATCA") and the OECD Common Reporting Standard for Automatic Exchange of Financial Account Information ("CRS") require us to collect information about each client's tax residency.

In general, a company is tax resident where you are liable to taxes, which is generally based on where the Partnership is managed and controlled and/or where assets owned by the Partnership are located. A partnership can be resident for taxation in several jurisdictions.

We may be obliged to share information with the Jersey tax authority who may in turn share this information with any or all participating tax jurisdictions. Those countries that have agreed to exchange information under FATCA and/or CRS are Reportable Jurisdictions.

A Reportable Jurisdiction is a jurisdiction with which an obligation to provide financial account information is in place. A list of Reportable Jurisdictions is shown here: <http://www.oecd.org/tax/transparency/AEOIcommitments.pdf>

Please indicate all countries in which the Company is resident for tax purposes and the associated Tax Identification Numbers in the table below.

If you have any questions about tax residency, please contact your tax adviser. Should any information provided change in the future, please ensure you advise us of the changes promptly.

If you would like us to refer you to a suitable tax adviser, please ask your Client Director.

Country of Tax Residency	Tax Identification Number ("TIN") (see above)
E1: Country of Incorporation – AND/OR BELOW:	E1a:
E2:	E2a:
E3:	E3a:

F: Politically Exposed Persons

F1: Politically Exposed Person ("PEP") connections

Do any of the Partners, irrespective of their percentage shareholdings, or Directors / Controllers hold or have previously held, any public function including, but not limited to, the positions listed opposite?

Guidance Note on PEPs is available here:

<https://forwardjersey.com/download/guidance-note-peps/>

- ☐ Head of State or of Government
- ☐ Political, Governmental, Judicial or Military Position
- ☐ Executive of a State-Owned Corporation
- ☐ Executive of an International Institution (IMF/EU/UN etc.)
- ☐ Other Government or Civil Service Appointment

If you have ticked any of the above, please provide full details of the position or appointment.

F2: Politically Exposed Person ("PEP") associated connections

Do any immediate family member or close associate of the Shareholder or Director / Controller, hold or have previously held, any public function including, but not limited to, the positions listed opposite?

Guidance Note on PEPs is available here:

<https://forwardjersey.com/download/guidance-note-peps/>

- ☐ Head of State or of Government
- ☐ Political, Governmental, Judicial or Military Position
- ☐ Executive of a State-Owned Corporation
- ☐ Executive of an International Institution (IMF/EU/UN etc.)
- ☐ Other Government or Civil Service Appointment

If you have ticked any of the above, please provide full details of the position or appointment.

G: Source of Funds Confirmations

G1: Initial Source of Funds

Please provide details of the activities that generated the initial funds that are to be used by the Partnership.

G2: Ongoing Source of Funds

Please provide details of the industry and/or activities which will generate the ongoing funds in the Partnership.

H: Transaction Profile

H1: Value and volume of transactions

Please detail the value and the volume of expected transactions in and out of the Partnership and list all jurisdictions with which those Partnership funds are connected.

H2: One off or notable transactions

Please provide details if any one off or notable transactions are expected in the Partnership.

H3: Assets Under Management

Please advise as to the intended asset level to be held in the Partnership.

H4: Please list any countries where the Partnership has business interests or other significant assets, not previously mentioned above.

This is to ensure that Forward Group can meet its' procedural and regulatory obligations to identify any direct or indirect exposure to high risk or sanctioned jurisdictions that may otherwise not be apparent.

H5: Please provide details of any major transactions or changes to the Partnership ownership structure in the next 12 months.

(e.g. a public listing/de-listing, introduction of new investors etc) that may affect the ownership of the Partnership to be managed by Forward Group.

I: Partnership Accounting Information

I1: Book currency	☐ GBP ☐ USD ☐ EUR ☐ Other:
I2: Accounting year end	__/__/____
I3: Audit required	☐ Yes ☐ No If yes, provide details of preferred auditor:

J: Services

Services to be provided to the Partnership:

Corporate Services

☐ J1: Registered Office	☐ J5: Nominee Shareholders
☐ J2: Secretary	☐ J6: Administration
☐ J3: Nominated Person	☐ J7: Authorised Signatory
☐ J4: Corporate Directors	

Accountancy Services

☐ J8: Jersey tax returns	☐ J10: Financial statements
☐ J9: Bookkeeping	☐ J11: VAT / other tax returns

Note: If Forward Group are not providing Accountancy Services as detailed above, please provide details of who will provide these services.



Declaration and Sign Off

I hereby confirm that:

- The above particulars are true and correct to the best of my knowledge, information, and belief;
- I have read and understood the Forward Group Terms of Business and I agree to be bound by the Terms which, for my ease of reference are located here: <https://forwardjersey.com/download/terms>;
- I undertake to notify you within 30 days of any changes to the information provided in this Form;
- I have never been declared bankrupt in any part of the world or been a director or otherwise concerned in the management of a company which has been subject to an insolvent liquidation or judicial enquiry in any part of the world; and
- I consent to you disclosing the information contained herein to third parties, as appropriate, including relevant tax authorities.
- I consent that the information provided within this Form may be collected and / or processed by Forward Group and its' Affiliates or by third parties who provide services to Forward Group and / or the Company. Such processing may involve the transfer of data out of the European Economic Area and I hereby acknowledge and agreed to such transfer, as required.

Using your Personal Data

Forward Group use the personal information you provide in this Form to make a decision about whether to perform the services on your behalf, to provide you with our professional services and to enable us to meet our legal obligations. For more information please see our full Privacy Policy at <https://forwardjersey.com/privacy-statement> or alternatively you can request a copy by writing to us at gdpr@fw.je.

K1: Name	
K2: Signature	
K3: Capacity	
K4: Date	