Campbells

Form Three(R) – (Banking Business, Insurance Business, Fund Management Business, Finance and Leasing Business, Shipping Business, Distribution and Service Centre Business, Headquarters Business) – Legal Entity, Relevant Activity - Reporting

Economic Substance Reporting under BVI Economic Substance (Companies and Limited Partnerships) Act (as revised).

Instructions: Complete this Economic Substance return Form Three(R) if the entity is a Legal Entity that is engaged in one or more of the following Relevant Activity(s): Banking Business, Insurance Business, Fund Management Business, Finance and Leasing Business, Shipping Business, Headquarters Business, Distribution and Service Centre Business. Refer to the BVI Economic Substance Webpage for more information.

This Form Three(R) covers the ES Financial Period set out below, and must be filed within six (6) months of the ES Financial Period End Date set out below.

A Legal Entity will be treated as carrying on a Relevant Activity during any ES financial period in which it receives income from that activity.[1] If the Named Entity was not carrying on a Relevant Activity during the ES Financial Period, please complete Form One.

Complete this form using Adobe Acrobat. The form does not need to be signed. Send the completed form to regulationbvi@campbellslegal.com

If any of the information set out below changes, you should notify Campbells within 21 days of the change by email to regulationbvi@campbellslegal.com

Name of the Entity (the "Named Entity"):	
Entity Reference Number: **(You will find this number in the email from Campbells)**	
Named Entity financial year end: (dd/mm)	
Named Entity has made and confirmed with ITA a change to the ES Financial Period. **(You will find this information in the email from Campbells)** **6a**	☐ **Yes** ☐ **No**
Named Entity ES Financial Period Start Date: (dd/mm/yyyy) **(You will find this date in the email from Campbells** **6b)**	
Named Entity ES Financial Period End Date: (dd/mm/yyyy) **(You will find this date in the email from Campbells))** **6c**	
Named Entity Details	
Named Entity Tax Payer Identification Number (TIN) **(check NOTIN if the Named Entity has no TIN)** **6f**	**TIN:**_____ ☐ **NOTIN**
Gross total annual income of the Named Entity **6g**	
Reporting currency: (Use Currency Code found here) **6g**	
Amount (If the Named Entity had no income during the ES Financial Period, enter 0) **6g**	
The Named Entity's business office in the BVI is the same as its Registered Agent? **If No, please provide the Named Entity's address in the BVI below.** **6h**	☐ **Yes** ☐ **No**

[1] Rule One, Rules on Economic Substance in the Virgin Islands, page 4

Address Line 1: 6h.1	
Address Line 2:	
Address Line 3:	
Is the Named Entity a constituent entity of a MNE Group for the purposes of the Country-by-Country reporting (CbCR) framework? 6i	☐ **Yes** ☐ **No**
Name Group: Name of MNE Group, if different from Entity name. 6i.1	
Does the Named Entity have an Ultimate Parent? **If Yes, complete the Ultimate Parent questions in the fields below.** **If the Named Entity has more than one Ultimate Parent, complete an Addendum.** 6j	☐ **Yes** ☐ **No**
Ultimate Parent– Ultimate Parent Name: 6j.2	
Ultimate Parent– Ultimate Parent Alternative Name: (optional) 6j.3	
Ultimate Parent– Ultimate Parent's Jurisdiction of Formation/Incorporation: (Use ISO Alpha-3 Country Code found here) 6j.4	
Ultimate Parent Entity – Ultimate Parent's Formation/Incorporation Number: 6j.5	
Ultimate Parent – Ultimate Parent's Tax ID Number or equivalent: 6j.6	
Does the Named Entity have an Immediate Parent? **If Yes, complete the Immediate Parent questions in the fields below.** **If the Named Entity has more than one Immediate Parent, complete an Addendum.** 6k	☐ **Yes** ☐ **No**
How many Immediate Parents does the Entity have? 6k.1	
Immediate Parent Name: 6k.2	
Immediate Parent Alternative Name: (optional) 6k.3	
Immediate Parent's Jurisdiction of Formation/Incorporation: (Use ISO Alpha-3 Country Code found here) 6k.4	
Immediate Parent's Formation/Incorporation Number: 6k.5	
Immediate Parent's Tax ID Number or equivalent: 6k.6	

Relevant Activity (check below): 7 (If more than one Relevant Activity is applicable, complete a separate Form Two(N) for each Relevant Activity):	
☐ Banking Business 7a ☐ Insurance Business ☐ Fund Management Business ☐ Finance and Leasing Business ☐ Shipping Business	☐ Headquarters Business ☐ Distribution and Service Centre Business
Income from Relevant Activity A legal entity will be treated as carrying on a Relevant Activity during any financial period in which it receives income from that activity.	
The Named Entity will receive income from the Relevant Activity indicated above during the current ES Financial Period.	☐ **Yes** ☐ **No. The Named Entity does not meet the definition of a Legal Entity engaged in a Relevant Activity for the current ES Financial Period. Complete Form One.**
Was the Relevant Activity carried on for only part of the ES Financial Period? **If Yes, insert the Relevant Activity start date and Relevant Activity end date in the fields below.** 7b	☐ **Yes** ☐ **No**
Relevant Activity Start Date (dd/mm/yyyy) 7c	
Relevant Activity End Date (dd/mm/yyyy) 7d	
Tax Residency 8	
Does the Named Entity intend to make a claim of tax residency outside the BVI under Rule 2? 8a	☐ **No** ☐ **Yes This Form Three (R) should only be completed by a Named Entity who is engaged in a Relevant Activity and who is NOT tax resident in a jurisdiction outside the BVI. If the Named Entity intends to make a claim for tax residency outside the BVI, please complete Form Two(R).**
Details for the Relevant Activity	
Total gross income for the relevant activity during the financial period. 9a.1a	
Reporting currency (Use ISO Alpha-3 Country Code found here) 9a.1a	
Type of gross income in relation to the relevant activity. 9a.1b	
Amount and type of assets and premises held in the course of carrying out the Relevant Activity during the ES Financial Period: 9a.1c	
Amount:	
Type:	
Amount:	
Type:	
Amount:	
Type:	

Net book values of tangible assets held in the course of carrying out the Relevant Activity during the ES Financial Period: 9a.1d	
Net book value:	
Direction and Management 9a.2	
Is the Relevant Activity directed and managed in the British Virgin Islands: 9a.2a	☐ Yes ☐ No

Please provide details of the persons responsible for the direction and management of the Relevant Activity: 9a.2b

Name of person for direction and management of Relevant Activity	Resident in the BVI (Y/N)	Relation to the Entity

Number of board meetings the Entity held during the financial period with respect to this activity: 9a.2c	
Of those board meetings, how many were held in the British Virgin Islands where a quorum of directors was physically present: 9a.2d	

If the meetings are held in BVI, please provide a list of persons responsible for direction and management that attend each of the meeting (response is optional): 9a.2e

Meeting #	Name of Person attending Meeting	Present in BVI	Relation to entity	Qualification

Are the minutes of these board meetings being held in the British Virgin Islands? 9a.2f	☐ Yes ☐ No
Quorum for board meetings: 9a.2g	
Quorum of directors physically present in the Virgin Islands 9a.2h	☐ Yes ☐ No
Expenditure 9a.3	
Total expenditure incurred in the operations of the Relevant Activity during the ES Financial Period (including outsourcing, if applicable): 9a.3a	
Amount:	
Currency: (Use Currency Code found here)	
Total expenditure incurred in the Virgin Islands in the operations of the Relevant Activity during the ES Financial Period (including outsourcing, if applicable): 9a.3b	
Amount:	
Currency: (Use Currency Code found here)	

Employees 9a.4	
Total number of employees of the Named Entity: 9a.4	
Total number of employees engaged in the Relevant Activity: 9a.4a	
Total number of employees engaged in the Relevant Activity physically present in the British Virgin Islands: 9a.4b	

Please provide details on the BVI employees:

Name of BVI Employee	Qualification	Years of Relevant Experience

Premises 9a.5		
Please provide addresses of all premises within the British Virgin Islands used in connection with the Relevant Activity: The address of Campbells Corporate Services Limited (BVI) has been added below. 9a.5a		
BVI Premises Address Line 1	BVI Premises Address Line 2	Country
Floor 4, Banco Popular Building	Road Town, Tortola	VGB
		VGB
		VGB
		VGB
		VGB

Core Income Generating Activities 9a.6

Go to Schedule I and complete:

- Part E and select Core Income Generating Activities conducted/carried out in the British Virgin Islands for the Relevant Activity. Complete only the questions under the heading matching the Relevant Activity selected above.

Part F if Other activity is applicable.

Outsourcing 9a.7	
Has any core income generating activity (CIGA) been outsourced to another entity? 9a.7a	☐ Yes ☐ No

If Yes, please provide details of outsourcing providers: 9a.7b

Name of entity to whom outsourced 9a.7b1	Details of resources deployed by the entity in carrying out the activity on their behalf 9a.7b2	Number of staff employed in carrying out CIGA for the entity 9a.7b3	Hours per month each person employed for this relevant activity 9a.7b4	Is the entity able to monitor and control carrying out of the outsourced activity? (Y/N) 9a.7b5

Total expenditure incurred on outsourcing in the British Virgin Islands during the ES Financial Period: 9a.7c	
Amount:	
Currency: (Use Currency Code found here)	

Go to Schedule I and complete:

- **Part E and select Core Income Generating Activities conducted/carried out in the British Virgin Islands for the Relevant Activity. Complete only the questions under the heading matching the Relevant Activity selected above.**
- **Part F if Other activity is applicable.**

For any supporting documents:

- **Go to Schedule I, Part G and describe any documents attached to support your Economic Substance Declaration.**

Please provide any comments to support your Economic Substance Declaration: 10

This Form Three(R) was completed by:	
Name:	
Role:	
Date:	

Please update your Campbells contact details:

Billing Contact(s) at the Named Entity:

First Name	Last Name	Role	Telephone	Contact email

Legal/Regulatory Contact(s) at the Named Entity:

First Name	Last Name	Role	Telephone	Contact email

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Schedule I

Part E

Please select Core Income Generating Activities conducted/carried out in the British Virgin Islands for the Relevant Activity. Complete only the questions under the heading matching the Relevant Activity selected above.	
Banking	
Raising funds, and managing risks, including credit risk, currency risk and interest risk	☐ **Yes**
Taking hedging positions	☐ **Yes**
Providing loans, credit or other financial services to customers	☐ **Yes**
Managing regulatory capital	☐ **Yes**
Preparing regulatory reports and returns	☐ **Yes**
Other activities. Please provide details of other activities on Schedule I, Part F	☐ **Yes**
None	☐
Insurance	
Predicting and calculating risk	☐ **Yes**
Insuring or re-insuring against risk	☐ **Yes**
Providing insurance business services to clients	☐ **Yes**
Other activities. Please provide details of other activities on Schedule I, Part F	☐ **Yes**
None	☐
Fund Management Business	
Taking decisions on the holding and selling of investments	☐ **Yes**
Calculating risks and reserves	☐ **Yes**
Taking decisions on currency or interest fluctuations and hedging positions	☐ **Yes**
Preparing relevant regulatory or other reports for government authorities and investors	☐ **Yes**
Other activities. Please provide details of other activities on Schedule I, Part F	☐ **Yes**
None	☐

Finance and Leasing Business	
Agreeing funding terms	☐ Yes
Identifying and acquiring assets to be leased (in the case of leasing)	☐ Yes
Setting the terms and duration of any financing or leasing	☐ Yes
Monitoring and revising any agreements	☐ Yes
Managing any risks	☐ Yes
Other activities. Please provide details of other activities on Schedule I, Part F	☐ Yes
None	☐
Headquarters Business	
Taking relevant management decisions	☐ Yes
Incurring expenditures on behalf of affiliates	☐ Yes
Co-ordinating group activities	☐ Yes
Other activities. Please provide details of other activities on Schedule I, Part F	☐ Yes
None	☐
Shipping	
Managing crew (including hiring, paying and overseeing crew members)	☐ Yes
Hauling and maintaining ships	☐ Yes
Overseeing and tracking deliveries	☐ Yes
Determining what goods to order and when to deliver them	☐ Yes
Organising and overseeing voyages	☐ Yes
Other activities. Please provide details of other activities on Schedule I, Part F	☐ Yes
None	☐
Distribution and Service Centre Business	
Transporting and storing goods	☐ Yes
Managing stocks	☐ Yes
Taking orders	☐ Yes
Providing consulting or other administrative services	☐ Yes
Other activities. Please provide details of other activities on Schedule I, Part F	☐ Yes
None	☐

Part F

Please provide details of other CIGA activities.

Part G

Please describe any supporting documents to support your Economic Substance Declaration and attach copies.	
Document Description	**Document Attached**