



Financial Services Regulatory Commission

Circular No. 2 of 2022

To: All Corporate Management and Trust Service Providers
From: Bunny Govia-Butler, Manager, IBCs & CMTSPs
Date: February 2, 2022
Subject: eRegistry Document Processing

In 2017 the Financial Services Regulatory Commission (the “Commission”), as part of ongoing efforts to improve efficiency, transitioned to electronic processing of all applications for incorporation and post incorporation requests via the eRegistry. The eRegistry’s document submission portal is equipped with control features designed to ensure the non-repudiation of documents submitted via this medium. This capability eliminates the need to manually stamp pages that have been printed from the eRegistry to indicate the date of filing. Notwithstanding the expenditure outlaid to move to an electronic medium, the Commission had continued over the past four years to accommodate requests from certain corporate management and trust service providers (“CMTSPs”) to print and stamp forms generated from the eRegistry as proof of filing, at its own mounting cost. Accordingly, and with immediate effect, the Commission will only generate certificates and other documents in satisfaction of its obligations under the International Business Corporations Act, Cap. 222, (as Amended).

The Commission takes this opportunity to encourage all CMTSPs to utilize the eRegistry’s document submission portal for all requests for services that is accommodated by the database. It is also recognized that persons, from time to time, may be desirous of receiving stamped physical registration documents and this will be accommodated, provided that these documents are physically delivered to the Commission.

Please be guided accordingly.