



# **Central Bank of Bahrain**

## **Trust Registration or Amendment Form** (Form for the registration or amendment of Trust Instruments in the Kingdom of Bahrain)

**This form was last updated in June 2017**



**Trust Registration or Amendment Form**

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**Trust Registration or Amendment Form**

**Instructions**

1. The application process for registering a Trust consists of submitting a duly completed 'Trust Registration or Amendment Form', under cover of a letter signed by an authorised signatory of the applicant. Various supporting documentation – specified in the Form – must also be appended to the application; these include a non-refundable application fee of BD 50 for registration and BD 10 for amendment (Refer to Resolution 40 of 2016 with respect to fees for financial trust registration and licensing of trustees).
2. Complete all sections as fully as possible, attaching supporting documents and continuation sheets where appropriate. The application should be written in ink in BLOCK CAPITALS or typed.
3. Failure to provide all the required information may result in delays in processing the application. The CBB does not accept responsibility for any loss caused to the applicant by any such delay.
4. If any question is not applicable given your particular circumstances, please clearly indicate by marking 'N/A', with an explanation as to why it does not apply. Please provide a full explanation for any question that cannot be answered at this stage. Please note that failure to provide the required information may prejudice an application and may cause delay.
5. All documentation provided to the CBB must be in either the Arabic or English languages. Any documentation in a language other than English or Arabic must be accompanied by a certified English or Arabic translation thereof.
6. The **original** completed Form, together with supporting documentation, should be submitted to the following:  
  
The Registrar, Financial Institutions Supervision Directorate  
Central Bank of Bahrain  
PO Box 27  
Manama  
Kingdom of Bahrain
7. Queries may be addressed to the relevant Directorate, as follows:  
  
The Registrar- Financial Institutions Supervision Directorate: on telephone: +973 17 547101, fax: +973 17 531636 and email: [nshehabi@cbb.gov.bh](mailto:nshehabi@cbb.gov.bh).
8. The CBB will review the application and, within the timeframe of the application having been declared complete by the CBB as stipulated in the Trust Law as per Royal Decree No. (23) of the year 2016, advise the applicant, in writing, of the registration of the Trust.
9. Finally, applicants are reminded that providing to the CBB any information which is false or misleading in connection with the submission of this application, or omitting significant information which should have been provided to the CBB, may result in the refusal of the registration or, if discovered later, the subsequent cancellation of any registration issued.



**Trust Registration or Amendment Form**

**Declaration**

We certify that we have read and understood the provisions of the Central Bank of Bahrain and Financial Institutions Law (Decree No. 64 of 2006) ('CBB Law'), Law No. (23) of the year 2016 of the Trust Law, and the relevant CBB Rulebook. We are aware that providing the Central Bank of Bahrain ('CBB') with any information which is false or misleading in connection with the submission of this application or any related information may result in the refusal of the registration or, if discovered later, the subsequent cancellation of any registration issued.

We certify that the information submitted in support of this application is complete and accurate to the best of our knowledge and belief and that there are no other facts relevant to this application of which the CBB should be aware. We also confirm that no regulated activities will be carried on by us prior to the registration.

We undertake to inform the CBB of any changes material to the application that may arise while the CBB is considering the application. We further undertake that, in the event that the Trust has been registered, we will notify the CBB of anything affecting the material completeness or accuracy of the information provided in this application as soon as possible, but in any event no later than 15 calendar days from the time the changes come to our attention.

The above declaration must be signed by the regulated entity acting as a Trustee and must bear the corporate seal.

\_\_\_\_\_  
Authorized Signatory (please print name)

\_\_\_\_\_  
Title / Institution

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**Trust Registration or Amendment Form**

**General Information**

|    |  |  |
|----|--|--|
| 1  | Type of Trust  |  |
| 2  | Name of Trust in English   |  |
| 2a | Name of Trust in Arabic  |  |
| 3  | Purpose of Trust   |  |
| 4  | Description of Trust<br>Property<br>(include reference from the<br>Trust Instrument)   |  |
| 5  | Duration of the Trust<br>(include reference from the<br>Trust Instrument)              |  |
| 6  | Other Information (if<br>applicable)   |  |
| 7  | Details of Termination of<br>Trust<br>(include reference from the<br>Trust Instrument) |  |
| 8  | Name of External<br>Auditor of Trust (if<br>applicable)                                |  |
| 9  | Financial Year of the<br>Trust (if specified)  |  |



**Trust Registration or Amendment Form**

**Settlor**

|    |                         |  |
|----|-------------------------|--|
| 10 | Name of Settlor         |  |
| 11 | Full address of Settlor |  |



**Trust Registration or Amendment Form**

**Trustee**

|    |  |  |
|----|--|--|
| 12 | Name(s) of Trustee(s)  |  |
| 13 | Full address(s) of Trustee(s)  |  |
| 14 | Duties and Powers of the Trustee(s)<br>(include reference from the Trust Instrument) |  |



**Trust Registration or Amendment Form**

**Protector (if applicable)**

|    |                                 |  |
|----|---------------------------------|--|
| 15 | Name of Trust Protector         |  |
| 16 | Full address of Trust Protector |  |





**Trust Registration or Amendment Form**

**Enforcer (if applicable)**

|    |                                |  |
|----|--------------------------------|--|
| 17 | Name of Trust Enforcer         |  |
| 18 | Full address of Trust Enforcer |  |



**Trust Registration or Amendment Form**

**Beneficiary (if applicable)**

|    |  |  |
|----|--|--|
| 19 | Name of Beneficiary(s)<br>(if specified)<br>if not, description of<br>beneficiaries                |  |
| 20 | Full address of<br>Beneficiary(s)  |  |
| 21 | Rights of Beneficiary(s)<br>(include reference from the<br>Trust Instrument)                       |  |
| 22 | Share of Beneficiary(s)<br>in case of multiple<br>(include reference from the<br>Trust Instrument) |  |



**Trust Registration or Amendment Form**

**Registration Details**

|    |   |  |
|----|---|--|
| 23 | Name of Applicant<br>(Licensee)           |  |
| 24 | Type of License                           |  |
| 25 | Name of Authorized<br>Signatory (Trustee) |  |
| 26 | Position of Authorized<br>Signatory       |  |
| 27 | Date of Application                       |  |



**Trust Registration or Amendment Form**

**Documents Required**

|    |                                       |   |
|----|---------------------------------------|---|
| 28 | Application for Registration          | Attached<br><input type="checkbox"/> Yes  |
| 29 | Original Trust Instrument             | Attached<br><input type="checkbox"/> Yes  |
| 30 | Notarized Trust Instrument            | Attached<br><input type="checkbox"/> Yes  |
| 31 | Other Documents (e.g. identification) | Attached<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br><i>if yes</i> Details _____ |
| 32 | Registration Fees                     | Attached<br><input type="checkbox"/> Yes  |



**Trust Registration or Amendment Form**

**Amendment to Trust Registration Form**

|   |   |  |
|---|---|--|
| 1 | Name of Applicant (Licensee)                                    |  |
| 2 | Name of Authorized Signatory (Trustee)                          |  |
| 3 | Position of Authorized Signatory                                |  |
| 4 | Date of Amendment   |  |
| 5 | Type of Amendment (include reference from the Trust Instrument) |  |
| 6 | Notarized copy of the amended parts of the Trust Instrument     |  |
| 7 | Amendment Fees  |  |



**Trust Registration or Amendment Form**

**For Official use Only**

|   |                               |  |
|---|-------------------------------|--|
| 1 | Date of receiving application |  |
| 2 | Reviewed by                   |  |
| 3 | Approved by                   |  |
| 4 | Date of Registration          |  |
| 5 | Trust Registration Number     |  |
| 6 | Date of Issuing Certificate   |  |