



Alien Landholding Department

GENERAL INFORMATION

*The form entitled Document Checklist defines the requirements regarding the nature, format and translation of documents that you must send to the Citizenship by Investment Unit ("the Unit"). This form **MUST** be attached to your application for Alien Landholding License.*

The list of documents in this form is not exhaustive. The Unit may at any time ask the applicant to present other documents to determine if he or she meets the requirements of the Alien Landholding (Licensing) ACT, NO. 1 of 2020 and the Alien Landholding (Licensing) Regulations No. 70 of 2020. ("the Regulations")

INSTRUCTIONS

1. Place your proof of payment as the first document in your submission. Please refer to the attached Bank Account Information for details on how to make the payment of fees.
2. An application may be submitted by an alien or an attorney-at-law on behalf of the alien.
3. The application form must be completed in the English Language and must be submitted in BOTH electronic and printed form.
4. Organise all your documents in the same order as listed in the Document Checklist and identify them with a tab bearing the corresponding number from the list. If, in exceptional cases, an applicant cannot submit a document that applies to his/her situation provides a substitute document and enclose an explanation. The substitute document and the explanation must be inserted in place of the document that they replace. If a substitute document cannot be presented, you **MUST** give a detailed explanation in a form of affidavit.
5. Check the box corresponding to each document that you are submitting and attach this Document Checklist to your application. N/A (not applicable) indicates that you do not need to submit this document.
6. Collect all requested documents in the required format (original or certified true copy).
7. Before sending the application, make sure to:
 - Keep a photocopy of all the documents that are submitted.
 - Ensure that all the forms and declarations submitted are dated and signed.
 - Place printed application in a sealed envelope, in the same order as listed on the Document Checklist.
 - Address the sealed envelope to:
ATT: Chief Executive Officer

Citizenship by Investment Unit
5th Floor Francis Compton Building
Waterfront Castries, Saint Lucia
 - Hand deliver the sealed envelope to the address above.

DOCUMENT REQUIREMENTS

Format of Documents

Documents submitted in their original language must be in the required format; original or certified true copy. A non-conforming format may result in the application returned to the sender. Certified true copies must be of excellent quality or else they will be deemed inadmissible.

Authenticated Translation

If you submit documents or parts of documents in a language other than English, you **MUST** provide:

- The document in its original language, in the required format (original or certified true copy); AND
- An authenticated translation to the English language. An 'authenticated translation' means a translation effected by either a professional translator who is officially accredited to a court of law, a government agency, an international organization or similar official institution, or if effected in a country where there are no official accredited translators, a translation effected by a company whose role or business is effecting professional translations, the Unit will accept.
- If the document is written in English but includes a seal or signature in another language, a translation of the seal is required.
- A copy of the translator's credentials or professional certification must accompany the translated documents.

Verification and Investigation

Be advised that the Unit will:

- Verify the accuracy of information provided or have it verified by third parties. It is an offence under the Laws of Saint Lucia to knowingly give the Unit any information that you know or should have known to be false or misleading in relation to your application for Alien Landholding License.
- Reject any application that contains false or misleading information or documents.
- Revoke any Alien Landholding License if it discovers it contains false or misleading information documents OR omitted or concealed information under Section 23 (1) of the Act.

PLEASE COMPLETE THE FOLLOWING AND INCLUDE COMPLETED CHECKLIST IN YOUR SUBMISSION

Applicant

Write your family name and first name in block letters.

First name

Last name

Date of Birth (DD/MM/YY)

Company

Write your Company's name and registration number below

Company's name

Company's Registration number

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|--|----------------|--------------------------|
| 1. Document Checklist | Original | <input type="checkbox"/> |
| 2. In relation to the land to be purchased, acquired, leased or subdivided: | | |
| (a) the Land Register and/or other valid proof of the current owner of land; | Certified Copy | <input type="checkbox"/> |
| (b) the Map Sheet and Survey Plan showing the location and size of the parcel or lot of land; | Certified Copy | <input type="checkbox"/> |
| (c) proof of the agreed purchase price; | Original | <input type="checkbox"/> |
| (d) proof that the land is part of an approved project or development, where applicable | Certified Copy | <input type="checkbox"/> |
| 3. The Land Register and Map Sheet for the land that the alien currently owns or leases in Saint Lucia, if applicable | Original | <input type="checkbox"/> |
| 4. A statutory declaration verifying the contents of the application. | Original | <input type="checkbox"/> |
| 5. Non- OECS Notary Royal or Attorney-at-Law or Commissioner of Oaths need to provide an Apostille. For an OECS Notary Royal or Attorney-at-Law or Commissioner of Oaths needs to provide a copy of his/her Practicing Certificate or equivalent. | Original | <input type="checkbox"/> |
| | Original | <input type="checkbox"/> |
| 6. In the case of an application for an alien landholding licence to hold a subdivided lot, the proof of payment of the prescribed subdivision fee | Certified Copy | <input type="checkbox"/> |