



APPLICATION FOR THE DESIGNATION OF APPROVED GROUP HEAD OFFICE COMPANY

Section A – GENERAL INFORMATION			
1. Name of Group Head Office Company			2. TRN
3. Business Address		4. Mailing Address (if different)	
5. Company Registration Number	6. Date of Registration	7. Email	8. Telephone Numbers
Section B – SUMMARY OF ORGANIZATION OF GROUP HEAD OFFICE COMPANY			
		Existing	Proposed
Number of employees/holders of Offices within the Group Head Office Company that are citizens of Jamaica and are resident in Jamaica.		9	
Number of employees/holders of Offices within the Group Head Office Company that are NOT citizens of Jamaica		10	
Total number of employees/holders of Offices within the Group Head Office Company <i>(Add Line 9 and Line 10) (Complete and attach Schedule A and Schedule C)</i>		11	
Number of companies within the Group Head Office Company. <i>(Complete and attach Schedule B)</i>		12	
Section C – DETAILS OF ACTIVITIES OF GROUP HEAD OFFICE COMPANY			
Please indicate by checking the boxes, which of the following activities are currently undertaken by the recommended Group Head Office Company.			
<input type="checkbox"/> The supervision, management and monitoring of the operations of the approved group head office company <input type="checkbox"/> The provision of accounting, data processing, engineering and other technical support <input type="checkbox"/> Treasury management, centralized banking and similar facilities <input type="checkbox"/> Business planning and co-ordination <input type="checkbox"/> The making of loans and the provision of corporate finance advisory services <input type="checkbox"/> The holding of shares and the receipt of dividends and management of fees <input type="checkbox"/> The grant of rights over trademarks and other intellectual property <input type="checkbox"/> The provision of staff			
Section D – ATTACHMENTS			
<input type="checkbox"/> Completed Schedule A – Details of Employees/holders (where information is available) of Offices within Group Head Office Company <input type="checkbox"/> Completed Schedule B – List of companies within Group Head Office Company (Information on tax residence of company should be supplied where applicable or available) <input type="checkbox"/> Completed Schedule C – Details of Directors, Responsible Officers and Company Secretary within Group Head Office Company <input type="checkbox"/> a certified copy of Articles of Incorporation or any other instrument constituting the approved group head office company; <input type="checkbox"/> a certified copy of the Certificate of Incorporation or registration of the approved group head office company or, under any enactment in force in Jamaica; <input type="checkbox"/> financial statements of the group head office company for the immediately preceding financial year accompanied			
Section E – DECLARATION			
I declare that this application is in all factual respects true.			



**APPLICATION FOR THE DESIGNATION OF
APPROVED GROUP HEAD OFFICE COMPANY**

_____	_____	_____	_____
Name	Title	Signature	Date

For Official Use Only

- Schedule A – No. of pages ____
- Schedule B – No. of pages ____
- Schedule C – No. of pages ____
- Articles of Incorporation or Other
- Certificate of Incorporation/Registration
- GHOC financial statements
- Application fee; receipt no. _____
- Other documents (state at right)

Other documents Received:

Received by.

Date Received

STAMP

Tax Administration Jamaica

Comments

Recommendations

Name

Signature

Date

Office of the Minister of Finance

Decision on Application

- Approved Denied state reason below:

REASON

NOTES AND INSTRUCTION

1. At Section B – Employees/ Holders of Office
 - Existing refers to employed at date of application
 - Proposed refers to be employed after date of application



THE
JAMAICA GAZETTE
SUPPLEMENT

PROCLAMATIONS, RULES AND REGULATIONS

883

Vol. CXL

THURSDAY, DECEMBER 7, 2017

No. 87

No. 187

THE INCOME TAX ACT

THE INCOME TAX (APPLICATION FEE FOR CERTIFICATE OF APPROVED
GROUP HEAD OFFICE COMPANY) ORDER, 2017

In exercise of the power conferred upon the Minister by section 92A(1)(c) of the Income Tax Act, and of every other power hereunto enabling, the following Regulations are hereby made:—

1. These Regulations may be cited as the Income Tax (Application Fee for Certificate of Approved Group Head Office Company) Regulations, 2017.

2. In these Regulations—

“certificate” means a certificate designating a body corporate or company as an approved group head office company pursuant to section 36E of the Act;

“relevant authority” means the Tax Administration Jamaica.

3. Where an application is made to the Minister for a certificate under the Act, the application fee specified in regulation 4 shall be payable to the relevant authority.

4. The application fee payable for the grant of a certificate shall be Two Thousand United States Dollars or the equivalent in Jamaican dollars.

5. For the purposes of any payment under these Regulations, the equivalent in Jamaican currency for the currency of the United States of America shall be calculated based on the authorized foreign exchange dealers' weighted average spot selling rate for United States dollars in exchange for Jamaican dollars as last published prior to the date of payment.

Dated this 1st day of December, 2017.

AUDLEY SHAW, CD, MP
Minister of Finance and the Public Service.