

LIST OF DOCUMENTS REQUIRED TO SUBMIT AN APPLICATION UNDER THE CITIZENSHIP BY INVESTMENT PROGRAM OF THE COMMONWEALTH OF DOMINICA

A. APPLICATION PACKAGE FORMS

1. Form 12 – Application for Naturalization as a Citizen of Dominica
 - i. Must be completed in duplicate for ALL persons desirous of Dominican citizenship, children included. Forms completed for children under 18 years old must be signed by both parents or legal guardian(s)
 - ii. both parents or legal guardians of applicants under eighteen (18) years of age must sight the application Form 12 on behalf of the minor;
 - iii. all Form 12s must be notarized to be complete;
 - iv. reproductions of the Form 12 are accepted;
 - v. The section of Form 12 labeled “REFERENCE” can be left undone.
2. Form D1 – Disclosure Form: To be completed by all applicants
3. Form D2 – Photographic and Fingerprint Verification Form: To be completed by all applicants
4. Form D3 – Medical Questionnaire: To be completed by all applicants
5. Form D4 – Investment Agreement: To be completed by the Main Applicant only

B. APPLICANT(S) DOCUMENTS

GENERAL NOTE: DOCUMENTS SHOULD NOT PRE-DATE THE SUBMISSION DATE OF THE APPLICATION TO THE CIU BY MORE THAN THREE (3) MONTHS

6. A letter of application for citizenship by investment addressed to the Minister responsible for Citizenship stating the reasons for applying.
7. Two (2) original personal references (NOT professional references) for the investor, spouse and any child over 18 years old.
 - a. Testimonials should include a paragraph about the referee, who must be acquainted with the applicant for at least five (5) years;
 - b. Identical testimonials will not be accepted;

- c. Testimonials should not be from family members;
 - d. For dependents of a main applicant between 18 and 25 in higher learning, they shall submit an official transcript or a duly notarized letter from a competent authority confirming the applicant's existing enrollment at that institution of higher learning.
8. One (1) original Professional reference for the investor/applicant. References should be from person who has been acquainted with the investor's work at least for three (3) years;
9. One (1) original recommendation from the investor's banker (NOT a certificate of Deposit / Bank Statement), with the following requirements
 - a. The investor must be a client of the bank at least for two (2) years;
 - b. The recommendation should contain the contact information of the bank;
 - c. Unsigned bank recommendations will not be accepted.
10. Original Letter of Employment for the investor. If self-employed the business trade license and most recent audited financial statement of the business;
11. Bank statements for the last 12 months immediately preceding submission of the application;
12. Marriage certificate where applicable. If applicant is divorced and has remarried then a notarized copy of the Dissolution of the Marriage is required;
13. Original Police Clearance Certificate or a similar document provided by a law enforcement agency confirming the absence of a criminal record is required of all applicants sixteen (16) years old and over:
 - a. Police records are required from country of birth, citizenship and residence (where the applicant has lived for six (6) months or more);
 - b. Police records are required from a Country / State and at Federal Level;
 - c. Must be certified by the Ministry of Foreign Affairs or other relevant government department of the issuing country or accompanied by an apostille where applicable;
 - d. All police records must be accompanied by a set of fingerprints;
 - e. For children twelve to fifteen (12-15), there must be a sworn affidavit by parent that child does not have criminal record.
14. Four (4) certified passport size photos. On the reverse side of at least one photo a notary public should endorse the following statement:

"I certify that is a true likeness of the applicant Mr.-Miss/Mrs/Ms-----"

15. Original birth certificate for all applicants;
16. Notarized copies of University/College diplomas;
17. Completed medical check-up for all applicants. All applicants between the ages of 0-5 years will not be required to take an HIV test;
18. Non- refundable processing and due diligence background checks fee of US\$ 7,500 for the main applicant and US\$ 4,000 for all other applicants sixteen (16) years of age and over. Payments can be made in EC dollars and must be net of all bank and transfer charges. The exchange rate is US\$ 1.00 = EC\$ 2.70;
19. A detailed resume/business background report is required of all applicants who are working adults. The occupation of all working adults must be clearly indicated;
20. Any other document deemed necessary by the Minister.

NOTE: This list of documents is not exhaustive and other documents may have to be provided by the applicants, depending on their particular situation. These documents may include company incorporation and good standing documents, ownership or title documents in support of SOF explanations, or any other type of document in support of the applicant's statements made on the application forms.

C. OTHER DOCUMENTS

- 1) Professional Services Agreement to be executed by the client and NTL.
- 2) Power of Attorney granted by the Investor in favour of NTL (wording provided by NTL)