

Mandatory Registration of Directors in BVI Registries

Newsletter No. 30 / May 2016

Amendments to the British Virgin Islands Business Companies Act, 2004 (the BVI BCA), in force since April 1, 2016, requires a company to include additional particulars of directors in its Register of Directors (the ROD) and to file a copy of the ROD with the BVI Registry of Corporate Affairs (the Registry).

Particulars of directors to be registered

Individual Persons as Directors

1. Full name;
2. Former name, if any;
3. Date of appointment as director or reserve director, if any;
4. Date of cessation as director or reserve director;
5. Address for the services of documents;
6. Usual residential address, unless it is the same for the services of documents;
7. Date of birth;
8. Place of birth.

Corporate Directors

1. Corporate name;
2. Corporate registration number, if any;
3. Registered office or principal office;
4. Address if the corporate director is incorporated outside BVI;
5. Place of incorporation or registration;
6. Date of incorporation or registration;
7. Date of appointment;
8. Date of cessation;

For the corporations which were incorporated starting on April 1, 2016, the registration must be made within 21 days following the appointment of the first directors. For existing corporations, the registration must be made not later than March 31, 2017.

The penalties for noncompliance are as follows:

- For a newly-established company failing to file its ROD within 21 days of appointing its first directors, US\$100.00.
- For an existing company failing to file its ROD on or before March 31, 2017, or on or before the period of any extension granted:
 - US\$300.00 for the first month or part thereof after March 31, 2017 (or the end of the extension period, if any);
 - US\$500.00 for the next three months or part thereof;
 - US\$750.00 for the next three months or part thereof; and
 - US\$1,000.00 for each subsequent month or part thereof in which the noncompliance continues.

Within 30 days of changes made to the ROD, the company shall file with the Registrar its ROD containing the changes. The penalty for failing to file changes to the particulars in a ROD within this period is US\$100.00.

A company's ROD filed at the Registry, including its changes, shall not be available to any person, unless through a Court order or a written request by a competent authority. A company or its registered agent or any other person authorized in writing by the company, shall have access to the company's ROD filed with the Registrar.

It shall not be possible to obtain information on the directors of a company from the Registry by running a company search, unless the company has opted for the ROD to be made publicly available at the time of registration.

The filings of the Register of Directors at the Registry will only be accepted in Excel format, available [here](#).

For additional information, you may contact

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