

Application for a Business Licence by a Limited Company

FOR OFFICE USE:	
RU:	

Under Part 7 of the Control of Housing and Work (Jersey) Law, 2012

RU:
UND REF:

Form CHWL 01

Please complete in BLOCK CAR	PITALS and in black ink.	Contact details:	DATE STAMP:
Send completed form to:	Business Licensing PO Box 55 St Helier JE4 8PE	TEL: (01534) 445505 Email: <u>businesslicensing@c</u> <u>www.gov.je</u>	<u>jov.je</u>
Please ensure that the limi	ited company is fully inco	rporated prior to submitting	g this application
1. Details of Applicant			
Full name of Company			
Company Number			
Registered Business Address (this will be used as the correspondence address)		Posto	ode
Contact Name			
Telephone Number			
Email Address			
2. Details of ALL Beneficial	Owner(s)		
		if the Applicant's ownership is o should show percentage sizes o	
A. Details of Beneficial Ow	ner No 1.		
First Names			
Surname			
Previous Surname(s)			
Place of birth			
Shareholding %	%		
Date of birth	D D M M Y Y	YY	
Social Security Number			
Nationality			
Residential Address		Postcode	
Telephone number			
Are you: Entitled	Entitled for Work	Licensed Registe	red Non-Resident

B. Details of Beneficial Ow	/ner	No.	2																	
First Names																				
Surname																				
Previous Surname(s)																				
Place of birth																				
Shareholding			%				-					-		-		-				
Date of birth	D	D	M	M	Υ	Υ	Υ	Υ												
Social Security Number																				
Residential Address																	<u> </u>			
										F	Postco	ode								
Telephone number																				
Are you: Entitled		Lice	nsed		E	Entitle	ed fo	r Wo	ork C	nly		F	Regis	terec	I		Non-	Resi	dent	
Please Refer to Page	4 to	fin	d the	e de	finit	ions	for	the	abo	ve R	esid	enti	al &	Emp	loyı	nen	t Sta	atus	es	
3. Details of the Business																				
4. Manpower The Applicant will be required like the return to be sent.	to o	comp	olete	Manp	powe	r Ret	curns	. Ple	ease	prov	vide t	he e	mail	addr	ess t	o wł	nere	you	would	d
E-mail Address																				
5. Details of Staff to be En																				
Number of Staff	En	titled	d / Er	ntitle	d fo	r Wo	rk	Regi	ster	ed				Li	icen	sed				
Permanent Staff (to include beneficial owner(s))																				
Seasonal Staff																				
Contract Staff																				
												,						e per		·

If requesting Registered and / or Licensed staff please include a business case / overview outlining why the permissior (s) is / are required, to include:

- Evidence of efforts to try and recruit Entitled / Entitled for Work staff (where have you advertised?)
- Outcome of advertising
- Business Plan (if applicable)
- Financial contribution to the Island
- Details of succession planning and how you are currently training existing Entitled / Entitled for Work employees to fill the position(s) you are requesting a permission for

For further information, please visit www.gov.je/residentialstatus and the Business Licensing Guidance Notes

6. Agency or Franchise Age	reements
Will the business involve a business(es)	any link, financial, direct or indirect, with any non-resident person(s) or
YES NO	If 'YES' Please provide details of the relationship on the Additional Information sheet
	ersey) Law, 2012 and any conditions of a Business Licence or guidance issued by the Minister will overrule provinise agreement which if invoked would result in a breach of the said Law, unless prior permission of the Minister is
Such provisions / clauses that may no ness and to the engagement of staff.	not be invoked without prior permission of the Minister typically relate to the transfer in the ownership of the busi- f.
	cant(s) declare(s) that the Agency / Franchisor has been duly notified that there may be certain provisions / claust be invoked without prior permission of the Minister.
7. Operating Address	
State where the business will be operating from	Postcode
8. Regulated Entities	1 osteode
	lated by the Jersey Financial Services Commission? YES NO
Please note that this office ma	ay seek information from the Jersey Financial Services Commission in order to verify the rm the applicant is a regulated entity
9. Declaration	
	d and accept the terms and conditions detailed on this application form. I / We declare that re correct and I /We are aware that it is an offence to make a statement which is false or
I / We accept that as part of t States Departments.	this process information may be sought from, and disclosed to, relevant organisations and
	will be processed for the purpose of determining this application for a business licence in of the Control of Housing and Work (Jersey) Law, 2012.
10. Signature / Agent	
Signature	
Date	D D M M Y Y Y Y
I am authorised to sign, for and on behalf of:	

11. Privacy Statement

Print name

Position

Privacy Statement: In accordance with the Data Protection (Jersey) Law 2018 the controller is registered with the Office of the Information Commissioner and the registration number is 57259. The information you have provided on this form will only be used by us to assist you with your application for a Business Licence and its ongoing validation. The information will be stored on our secure database. The Control of Housing and Work (Jersey) Law 2012 allows us to make public, the identity of an undertaking, including its name and activity. Calls to or from our office may be recorded. For more information on how we use your data please go to our privacy statement on www.gov.je/ResidentialStatus or

For further information, please visit www.gov.je/registrationcards and the Business Licensing Guidance Notes

Control of Housing and Work (Jersey) Law, 2012 — Guidelines

Definitions of Residential & Employment Statuses

A person's residential and employment status shall be defined by the following;-								
Residential Status	Definition	Residential	Employment					
Entitled	Someone who has lived in Jersey for 10 years OR who is granted this status on hardship or on social or economic grounds	Someone who can purchase or lease any property and occupy that property OR otherwise let it out OR leave vacant, subject to any conditions	Someone who can work anywhere, OR start their own business					
Licensed	Someone who is an 'Essential Employee' engaged by a specific business with permission to engage such a person	Someone who can purchase or lease any property so long as they occupy that property and maintain their Licensed status	Employer needs a permission to employ a 'licensed' person The post-holder must be in full-time employment (minimum of 30 hours per week).					
Entitled for Work Only	Someone who has lived in Jersey, continuously, for 5 years, or is the spouse, or is the civil partner, of someone, who is Entitled, Licensed, or Entitled for Work Only	Someone who can lease Registered Property for their own occupation <i>OR</i> Someone who can buy Qualified Property jointly with their Entitled spouse <i>OR</i> Someone who can occupy property with an Entitled person, in so far as the Entitled person occupies the substantial portion of the property	Someone who can work anywhere, OR start their own business					
Registered	Someone who does not qualify under the above categories	Someone who can lease Registered Property for their own occupation <i>OR</i> Someone who can occupy property with an Entitled person, in so far as the Entitled person occupies the substantial portion of the property	Employer needs a permission to employ a 'registered' person					

Fees

Article 31 of the above Law states that there is an annual charge payable by each undertaking with a business licence that has **<u>Licensed</u>** workers.

Licenced Staff

The annual charge is £225 for each Licensed person permitted on 1 November and is payable by 31st December each year it applies.

No Fee is payable, under this article, by a non-profit undertaking.

Article 31 of the above Law states that there is an annual charge payable by each undertaking with a business licence that has **Registered** workers.

Registered Staff

The annual charge is £50 for each Registered person permitted on 1 November and is payable by 31st December each year it applies.

No Fee is payable, under this article, by a non-profit undertaking.

Additional information