



**GENERAL REGISTRY
IMPLEMENTATION OF THE USE OF LOCAL ELECTRONIC FUNDS TRANSFERS
MANUAL APPLICATIONS**

(NOT for Corporate Service Providers)

For the convenience of our clients, General Registry will implement the use of Local Electronic Fund Transfer as a payment method with effect from Tuesday, 10th March 2020:

Please see the attached Local Electronic Fund Transfer Instructions from the Cayman Islands Government Treasury Department.

Manual applications (i.e. applications not available on CBP) may be submitted by email to ciregistry@gov.ky with the **subject line** "Manual application: Entity name" and should be accompanied by the executed direct deposit confirmation.

REFERENCE FOR LOCAL ELECTRONIC FUND TRANSFER:

To ensure that your payment is remitted to the correct Government Department (General Registry) please be careful to include the reference format below when making your transfers:

❖ **NEW REGISTRATIONS:** General Registry/Registration/Name of Company
(e.g. *General Registry/Registration/My New Company Ltd.*)

Note that for new registrations the cost of stamp duty (\$50) should be included in the amount transferred. **PLEASE DO NOT PURCHASE POSTAL STAMPS**

❖ **OTHER APPLICATIONS:** General Registry/ROC#/ Registered Name
(e.g. *General Registry/125678/My Company Ltd.*)

Processed applications will be returned by email together with the General Registry receipt. The usual turnaround times continue to be in effect.

All documents MUST be attached in PDF format.

Queries related to this initiative may be directed to ciregistry@gov.ky. All other queries should continue to be sent to CIGENREG@gov.ky

Registrar General

10 March 2020