

MFSA

MALTA FINANCIAL SERVICES AUTHORITY

Circular addressed Persons Registered in terms of the Company Service Providers Act (Cap. 529).

1. Introduction

In terms of Rule 17.07 of the Rules for Company Service Providers, Registered Persons are obliged to submit to the MFSA, on an annual basis, a Certificate of Compliance in the form prescribed in the Rules. However, the Rules do not prescribe a specific deadline for the submission of this document.

In terms of Rule 17.02 of the Rules for Company Service Providers, Registered Persons shall in each year prepare an Annual Return in the form prescribed by the MFSA signed by the proprietor where the Registered Person is an individual, or otherwise by at least two directors or partners or any other persons authorised to sign by way of a Board Resolution. In the latter case, the Registered Person is expected to provide a certified true copy of such Board Resolution to the MFSA.

The purpose of this Circular is to draw the attention of Registered Persons as to the date on which the MFSA expects the Certificate of Compliance and the Annual Financial Return to be submitted.

2. Deadline for the Submission of the Certificate of Compliance

All Registered Persons are required to prepare a Certificate of Compliance to cover one calendar year (from 1st January to 31st December). This shall be submitted to the MFSA, together with the relative supervisory fee, which, in terms of Legal Notice 27 of 2015, falls due in January of each year and should therefore be submitted by not later than the 31st of January of each year.

Registered Persons who have been granted registration to act as Company Service Provider in 2014 and 2015 should file their first Certificate of Compliance covering the period from the date of registration till the 31st of December 2015.

3. Deadline for the Submission of the Annual Financial Statements

The Registered Persons should also be reminded that, within four months from the Accounting Reference Date, the audited financial statements, a copy of the auditor's management letter and the auditor's report shall be submitted to the MFSA.

4. Submission of Annual Financial Returns required to be submitted in terms of the CSP Rules

The Registered Persons, both individuals and also companies, shall prepare an Annual Financial Return in the form prescribed by the MFSA. The format of this return will soon be issued for consultation.

5. Contacts

Any queries regarding the subject matter of this circular are to be directed to:

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13th May 2014**