

## **CHECKLIST FOR THE REGISTRATION OF REAL ESTATE INVESTMENT TRUST SCHEME (REITS)**

### **A. Requirements for Registration of Real Estate Investment Trust**

- ❖ Application form SEC 6A
- ❖ Two copies of Draft Prospectus
- ❖ Two copies of Trust Deeds
- ❖ Letter of consent from the prospective parties to the trust
- ❖ Two copies each of Certificate of Incorporation and Memorandum/ Articles of Association of Managers duly certified by the Corporate Affairs Commission
- ❖ Two copies each of Certificate of Incorporation and Memorandum/ Articles of Association of Trustee to the trust duly certified by the Corporate Affairs Commission
- ❖ Two copies each of the particulars of the directors of the manager and trustees of the trust certified by Corporate Affairs Commission
- ❖ Sworn Undertaking to file evidence of the maintenance of separate Trust Accounts in a reputable bank
- ❖ Evidence that the minimum paid up capital of the Manager and Trustee complied with the requirements of the Commission as stipulated in these Rules and Regulations

### **B Requirements for the Registration of Units of Real Estate Investment Trust**

- i The name under which the issuer is doing business and the address of its principal office
- ii. The name of the proposed scheme
- iii. Date of commencement
- iv. Investment objective of the scheme
- v. Investment outlets

- vi. Number of units proposed for issue.
- vii. Nominal value per unit
- viii. The names and address of the Directors or persons performing similar functions, the Chief Executive Officer and the Chief Accountant
- ix. The name(s) and address(es) of brokers to the scheme
- x. The names and addresses of all persons owning 5% and above of any class of shares of the issuer both on record and beneficially as at the date of filing the application for registration of the trust scheme
- xi. The amount of the proposed units of the issue to which any person specified in paragraphs (viii), (ix) and (x) have indicated intention to buy or subscribe.
- xii. The general nature of the business actually transacted or to be transacted by the manager
- xiii. Sworn undertaking to file quarterly reports with the Commission
- xiv. Any other information required by the Commission from time to time