

Document Requirement St. Kitts And Nevis

A) GENERAL DOCUMENTS

1) Application Form of the Applicant – Form C1

To be completed by all applicants. For children under 16 years of age, both parents must sign. If only one parent has legal custody of the child, the appropriate documentation must be provided (generally an Affidavit of Consent from the non-custodial parent or legal guardian of the child agreeing to the application).
(ALL family members)

2) Photo and Signature Certificate Form – Form C2

To be completed by all applicants. The same principle as C1 applies for children under 16 years of age.
(ALL family members)

3) Medical Certificate – Form C3

Including HIV test results.
(ALL family members)

4) Passport Application Forms

(ALL family members)

A1) SISC OPTION (Sustainable Island State Contribution)

- Investment Confirmation – Form C4 (Main Applicant Only)

A2) PUBLIC BENEFIT OPTION

- Royal St. Kitts Beach Resort Ltd. – Form C4-R (Main Applicant Only)
- RLB International Airport Expansion – Form C4-RLB (Main Applicant Only)
- Prime Creative Arts Center – Form C4-P (Main Applicant Only)
- Basseterre High School – Form C4-BHS (Main Applicant Only)

A3) REAL ESTATE OPTION / PRIVATE HOME SALE

- Copy of duly executed Real Estate Contract / Purchase and Sale Agreement
- Copy of duly executed Escrow Agreement
- Deed of Conveyance / Certificate of Title (if closing completed)
- Confirmation of deposit of all funds to escrow account

B) Applicant(S) Documents

1) Certified copies of the passports of all applicants showing name, citizenship/nationality, date of birth, date and place of expiry, photo, and signature page. If an individual has more than one passport, include certified copies of each.
(ALL family members)

2) Certified copy of current National ID card(s), if applicable.
(ALL family members)

3) Eight (8) original passport-size photos of the applicant(s) taken within the past six months prior to the application date.
(ALL family members)

The photos must:

- a. Be a full front close-up of the head and shoulders, with the head covering 70–80% of the photograph;
- b. Be without sunglasses. Tinted prescription glasses may be worn as long as the eyes are clearly visible;
- c. Show the applicant looking straight at the camera, eyes open, without any head covering;
- d. Have ears and forehead clearly visible;
- e. Be taken with a neutral expression and mouth closed;
- f. Be a true image, not altered in any way, with a plain, light-colored background, clear and sharply in focus;
- g. Be approximately 35 x 45 mm in size, printed on good-quality paper;
- h. Be identical in all aspects. One photo must be certified on the back with the words:
"I certify that this is a true likeness of (insert name)."

4) Certified copy of Full Birth Certificate of the applicant / original excerpt of Full Birth Record.
(ALL family members)

5) Original Police Certificate from the country of birth, country of citizenship (if different), and from any country where the applicant has lived for more than one year during the past 10 years. Must be less than 6 months old at the time of submission.
(ALL family members 16 years and over)

6) Certified copy of Military Record (if applicable).
(ALL family members)

7) Certified copy of Proof of Name Change (if applicable).
(ALL family members)

8) One original Bank Reference Letter issued by an internationally recognized bank, not older than 6 months.
(ONLY main applicant)

9) One original Professional Reference from an attorney, notary public, chartered accountant, or other professional of similar standing. Not older than 6 months.
(ONLY main applicant)

10) Certified copy of diplomas from tertiary-level institutions.
(ALL family members)

11) Proof of full-time attendance at a recognized secondary or tertiary-level institution (original or certified copy of academic transcript and enrollment confirmation letter sent directly from the academic institution or otherwise in a security-sealed envelope addressed to the CIU and sealed in a manner that would be recognizable if broken or tampered with).
(All family members)

12) Original evidence of residential address (e.g., certified copy of a recent utility bill, bank statement showing full name and address, or written confirmation from a bank, attorney, chartered accountant, or notary public).
(ONLY main applicant)

13) Certified copy or original excerpt of Marriage Certificate / Death Certificate (if applicable).
(All family members)

14) Certified copy or original excerpt of Certificate of Divorce (if applicable).
(All family members)

15) Bank statements for the past 12 months (balance must be higher than the investment amount).
(ONLY main applicant)

16) Affidavit or Statutory Declaration showing that the dependent is unable to financially support himself/herself and has depended on the Main Applicant for financial support before the age of 18 (dependent child 18–25 years and in full-time attendance at a secondary or tertiary institution).

17) Source of Funds (ONLY main applicant)

If the applicant has accumulated wealth from employment or from his/her own business:

a. If employee: Letter of employment or notarized copy of employment contract, including employment date, title, and salary/bonus;

b. If business owner: Proof of business and ownership:

i. Current business registration (or equivalent);

ii. Shareholder's register (or equivalent to show ownership);

iii. Bank statements for the past 12 months (ONLY main applicant).

c. If the applicant has accumulated wealth through specific transactions such as sale of property, inheritance, gifts, etc., include supporting documents.

18) Affidavit of Support (if applicable).

19) Any additional documents required in support of answers given or statements made in the application.

C) OTHER DOCUMENTS

1) Power of Attorney granted by the Investor in favor of Local Service Provider

2) PEP Form for funds clearance

3) Sanctions Declaration Form for funds clearance

NOTE

This note applies to documents issued in countries that are members of the Apostille Convention:

Where a public or private foreign document certified by a notary public as a true copy of the original (such as a birth certificate, bank statements, or correspondence from government authorities) is being used for official purposes, the Apostille requirement becomes effective.