

SECTION 5—DETAILS OF BUSINESS OWNERS/DIRECTORS/ SHAREHOLDERS

DIRECTOR DETAIL NO. 1:

1. FNPF NO:

2. TIN NO: - - -

3. NAME (As per Birth Certificate):

4. FATHER'S NAME:

5. DATE OF BIRTH:(DD/MM/YYYY) / / 6. BIRTH REG NO:

7. GENDER: MALE FEMALE 8. PASSPORT NO:

9. E-MAIL ADDRESS:

10. HOME ADDRESS:

11. PHONE CONTACT: (MOBILE): (WORK):
(FAX):

12. POSTAL ADDRESS

DIRECTOR DETAIL NO. 2:

1. FNPF NO:

2. TIN NO: - - -

3. NAME (As per Birth Certificate):

4. FATHER'S NAME:

5. DATE OF BIRTH:(DD/MM/YYYY) / / 6. BIRTH REG NO: 7. GENDER: MALE FEMALE

8. PASSPORT NO: 9. E-MAIL ADDRESS:

10. HOME ADDRESS:

11. PHONE CONTACT: (MOBILE): (WORK):
(FAX):

12. POSTAL ADDRESS

SECTION 6 DECLARATION

I hereby certify the information on this form to be true and correct (Owner of Business / Principal Partner / Director / Financial Controller)

NAME: COMPANY STAMP:

DESIGNATION:

SIGNATURE: DATE:

FOR OFFICE USE ONLY

FNPF REGISTRATION CLERK: REGISTRATION DATE:

VERIFIED TL: FILING DATE:

EXPLANATORY NOTES ON THE COMPLETION OF THIS FORM

Section 1 Employer Details

All details provided on this form must be as per the Registration Certificate from the Registrar of Companies.

Section 2 Communication Details

Branches refers to the location of other branches of this organisation.

Section 3 Employee Details

This section confirms the number of employees that have yet to be registered. It is your responsibility as an employer to ensure that all employees are registered with the Fund.

Section 4 Details of Business Owners/Directors/Shareholders/ Partners.

You must outline details of the Directors/Partners of the business.

The following documents are required to be submitted for registration of employer:

SOLE PROPRIETOR	<ul style="list-style-type: none"> • Certified copy of Business Registration Certificate • Certified copy of Proprietor's Passport/ Driver's License • Certified true copy of Proprietor's Birth Certificate (post 2000 version Local Owner) • Certified copy of Valid Business License • Certified copy of Joint ID card • One copy of Proprietor's Utility Bill, showing residential address
PARTNERSHIP	<ul style="list-style-type: none"> • Certified copy of Registration Certificate • Certified copy of Principal Partners Passport/ Driver's License • Certified true copy of Principal Partners Birth Certificate (post 2000 version Local Partners) • Certified copy of Valid Business License • Certified copy of Partners Joint ID card • One copy of Principal Partners Utility Bill, showing residential • Certified copy of Partnership Agreement • Certified copy of TIN Letter
LIMITED LIABILITY COMPANIES	<ul style="list-style-type: none"> • Certified copy of Director's Passport/ Driver's License • Certified true copy of Director's Birth Certificate (post 2000 version Local Directors) • Certified copy of Valid Business License • Certified copy of Directors Joint ID card • One copy of Director's Utility Bill, showing residential address • Certified copy of Article of Association. • Certified particulars of Shareholding in the company • Certified copy of TIN Letter
OTHERS (NON-PROFIT ORGANIZATION / CHURCHES/ CLUBS/ NGO'S/ SCHOOLS/ GOVERNMENT MINISTRIES)	<ul style="list-style-type: none"> • Certified copy of Business Registration Certificate (where applicable) • Certified copy of Authorized Officer's Passport and/or Driver's License • Certified copy of Income Tax/ VAT Registration • Certified copy of latest Annual General Meeting Minutes(where applicable) • Certified copy of Authorized Officers Joint ID Card • One copy of Authorized Officers Utility Bill, showing residential address • Certified copy of TIN Letter

Head Office	Valelevu Agency	Lautoka	Labasa	Sigatoka Branch	Nadi Agency	Savusavu Agency	Ba Agency	Nausori Branch
Provident Plaza 2 Private Mail Bag, Suva Telephone: (679) 330 7811 Facsimile: (679) 330 7611	Shop 3, Rajendra Prasad Bros Supermarket Complex, Valelevu, Nasinu. Telephone (679) 323 8035	Shop 5, Provident Centre, 6 Naviti Street Avenue, Private Mail Bag, Lautoka Telephone: (679) 666 1888 Facsimile: (679) 666 5232	Rosawa Street Private Mail Bag, Labasa Telephone: (679) 881 2111 Facsimile: (679) 881 2741	Shop 3-4, Hanif Building, Matamata Subdivision Phone: (679) 666 1888	Shop 2, Lot 13 Concave Subdivision Namaka Lane, Nadi Telephone: (679) 323 8018, 323 8006 Facsimile: (679) 672 8982	Budget Lodge Building Ltd Main Street, Savusavu Telephone: (679) 885 3396 Facsimile: (679) 885 3397	Ganga Singh Street, Ba Telephone: (679) 667 0009 Facsimile: (679) 323 8007	Lot 1, Main Street, Nausori Telephone: (679) 323 8030, (679) 323 8031