

# TRUST ORDER FORM

## Belize Trust Establishment

### Step 1. Inform Yourself

Please pay careful attention to the following instructions when filling out the form for the establishment of a Belize Trust. We also recommend reviewing this site in its entirety so that you are knowledgeable of the Belize jurisdiction and the advantages that a Belize trust can offer you. In addition, CITITRUST International can assist you by referring you to the appropriate professionals for business planning or legal advice should you require these services. You should know who you wish to be named as beneficiaries of the trust and the overall structure of the trust.

### Step 2. Fill Out Application

Complete and submit CITITRUST's Trust Order Form. Completion and submission of this form, along with the provision of payment, and provided that all necessary documentation is received will enable CITITRUST to establish your Belize Trust within one business day. To expedite the process, we recommend making full use of the CITITRUST Online Payment Option which is on a secure server for maximum confidentiality. Our order form can be printed and faxed to CITITRUST at 011+501-223-3501 or mailed to our offices at 35 Barrack Rd., 3rd Floor, Belize City, Belize C.A. All information submitted is strictly confidential.

### Step 3. Have Payment Ready

Unless you are paying by credit card, wiring instruction or check payable information will be provided separately on the application. The total amount due, including all government fees, must be paid in advance. CITITRUST will not take further action on your establishment request, until it has confirmation of your payment. Our Pricing Schedule is made readily available on upon request.

### Step 4. Obtain References and Proper Identification

In accordance with the Belize IFS Practitioners Code of Conduct, a notarized copy of the inside of your passport including the personal information page, a bank reference from a bank or an attorney with whom you have no less than two years professional working experience with and a short introductory letter on yourself and what you intend for the trust. If you are making the application on behalf of a third party, we will also require the following additional information: a



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Notarized copy of the inside of the passport of the settlor and beneficiaries of the trust, a bank or attorney reference for the settlor, and a short introductory letter on the settlor of the trust and what he/she intends for the trust.  
Note that if you choose to mail in the application form instead of using our online system, the documents should be sent via Federal Express/DHL directly to our offices where they will be held in the strictest of confidence.

## Step 5. Document Delivery

Once we have received all the necessary paperwork, we will immediately work on your order and courier any documentation to the mailing address you specify on your trust order form. Depending on how and where you would like us to send the documents, you will have it in your possession within 7 business days. If CITITRUST is to assist in the establishment of an international corporate bank account, we will retain the appropriate documents until we have successfully opened the company account at your international bank of choice.