



Client Record Extension Modules for Companies in Specific Jurisdictions

Client Record Extension Modules are available for companies in several jurisdictions. The Extension Modules allow additional jurisdiction-specific data to be recorded against companies with the extension enabled and also include jurisdiction-specific statutory forms.

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Please contact Jobstream Client Services if you are interested in adding any of these Extension Modules to your Jobstream system. Extension Modules can also be created for companies in other jurisdictions if required. Please contact Jobstream Client Services for details.

1. Jersey Company Extension

When the Jersey company extension is enabled on a Jobstream system, a checkbox captioned 'Jersey company' is added to the Extensions page of the Client form. Checking this box enables the Jersey company extension for the Client.

1.1. Additional data fields

- The date the registered office form was sent to the financial services department.
- The date the annual return was sent to the client.
- The date the annual return was sent to the financial services department.

1.2. Statutory forms

The following statutory forms are included with the extension:

- Jersey annual return.

2. Guernsey Company Extension

When the Guernsey company extension is enabled on a Jobstream system, a checkbox captioned 'Guernsey company' is added to the Extensions page of the Client form. Checking this box enables the Guernsey company extension for the Client.

2.1. Additional data fields

There are no additional data fields in the Guernsey company extension.

2.2. Statutory forms

The following statutory forms are included with the extension:

- Guernsey annual return.

3. Isle of Man Company Extension

When the Isle of Man company extension is enabled on a Jobstream system, a checkbox captioned 'Isle of Man company' is added to the Extensions page of the Client form. Checking this box enables the Isle of Man company extension for the Client.

3.1. Additional data fields

- Whether there is a non-resident company declaration in force.
- Whether the company is a trading company.
- Whether the company has its central management or control in the Isle of Man.
- Whether the company has an Isle of Man income.
- The company's total indebtedness under mortgages and charges.
- The secretary's qualification details and the treasury authorisation date.
- Whether the company is a Timeshare Act 1996 stakeholder.
- Whether the company's shares have been fully paid up in cash.
- Whether the company has indemnity insurance for the cash paid up for shares.
- The amount of commission that has been paid on shares.
- The amount of discount on debentures on shares.
- The amount for which bearer warrants are outstanding.
- The amount of bearer warrants that have been surrendered.
- The number of shares comprised in each warrant.
- The amount of discount on shares that has not been written off.
- Links that the current company has to other Isle of Man exempt companies, international companies, international linked partnerships and trusts or settlements.

3.2. Statutory forms

The following statutory forms are included with the extension:

- Form AR – Annual Return of a Company having a Share Capital (other than a Company Limited by Guarantee).

- Form AR7 – Annual Return of a Company not having Share Capital (or Limited by Guarantee and having a Share Capital).
- TEC 1 – Application for Exemption from Income Tax.
- TEC 4 – Application for Continued Exemption from Income Tax (*can be run in a batch mode*).
- Form 1 – Statement of First Directors and Secretary and Intended Situation of Registered Office.
- Form 4 – Notice of Change in Situation of Registered Office.
- Form 10 – Notice of Increase in Nominal Capital.
- Form 335A – Statement that the company does not have authority to maintain registered office at specified premises.
- Form 45 – Return of Allotments.
- Form 47 – Particulars of a Mortgage or Charge created by a Company Registered in the Isle of Man.
- Form 49 – Declaration Verifying Memorandum of Satisfaction of Mortgage or Charge.
- Form 9N – Notice of Change of Directors and Secretaries or in their Particulars.

4. Isle of Man Foreign-registered Company Extension

The Isle of Man Foreign-registered company extension is included with the Isle of Man company extension.

When the Isle of Man Foreign-registered company extension is enabled on a Jobstream system, a checkbox captioned 'Isle of Man foreign company' is added to the Extensions page of the Client form. Checking this box enables the Isle of Man Foreign-registered company extension for the Client.

4.1. Additional data fields

- The company's Isle of Man company number.
- The date the company was registered in the Isle of Man as a foreign company.

- The Secretary's qualification details and treasury authorisation date.
- The company's Isle of Man tax reference.
- Whether the company is a trading company.
- Details of the company's principal trade or business.
- The company's Place of business in the Isle of Man.
- The person or organisation that will file the company's statutory forms.
- Links that the current company has to other Isle of Man exempt companies, international companies, international linked partnerships and trusts or settlements.
- List of Manx-resident people authorised to act on behalf of the company.

4.2. Statutory forms

The following statutory forms are included with the extension:

- Form 1F – List of Documents delivered for Registration by a Company incorporated outside the Isle of Man.
- Form 2F – List and Particulars of the Directors and Secretaries of a Company incorporated outside the Isle of Man.
- Form 3F – List of the Names and Addresses of Persons resident in the Isle of Man authorised to accept service on behalf of a Company incorporated outside the Isle of Man.
- Form 5F – Return of Alteration in the List of Particulars of Directors and Secretaries of a Company incorporated outside the Isle of Man.

5. Irish Company Extension

When the Irish company extension is enabled on a Jobstream system, a checkbox captioned 'Irish company' is added to the Extensions page of the Client form. Checking this box enables the Irish company extension for the Client.

5.1. Additional data fields

- Alternate register location.
- Details of alternate registers.
- Details of donations to political parties.

5.2. Statutory forms

The following statutory forms are included with the extension:

- Form B1 – the Annual Return.
- Form B10 – Notice of change of directors or secretaries or in their particulars.

6. United Kingdom Company Extension

When the United Kingdom company extension is enabled on a Jobstream system, a checkbox captioned 'UK company' is added to the Extensions page of the Client form. Checking this box enables the United Kingdom company extension for the Client.

6.1. Additional data fields

There are no additional data fields in the United Kingdom company extension.

6.2. Statutory forms

The following statutory forms are included with the extension:

- Form 88(2) – Return of allotment of shares.
- Form 123 – Notice of increase in nominal capital.
- Form 288a – Appointment of director or secretary.
- Form 288b – Terminating appointment as director or secretary.

7. Additional Extensions

New extensions can be created for companies (or other entity types) in jurisdictions not listed above. If you require a new extension module for recording jurisdiction- or entity-specific information against a Client record, please contact Jobstream Client Services to discuss your requirements.