



# Bermuda

## Overview of Services

---

The Maples Group in Bermuda brings in-depth knowledge of a wide range of investment vehicles and structures, including regulatory and investor requirements, across an extensive global network. A robust institutional-grade infrastructure coupled with a highly responsive approach to client service ensures vehicles we act on are comprehensively supported in navigating the complexities of today's global business landscape.

### Formation Services

- Provide entity formation services to Bermuda entities;
- Provide a registered office address and manage all local communications relating to the company;
- Ensure all statutory and regulatory filings are made and all ongoing corporate requirements are satisfied under the relevant laws and regulations; and
- Provide secure online access to entity data via our online portal, eServices. Information available via the portal includes key corporate records such as registers, memorandum of association, bye-laws and transaction documents.

### Company Secretarial & Board Support Services

- Act as the named company secretary and registered office, maintaining the statutory registers, minute books and seals;
- Provide meeting facilities and initiate and attend board of directors and annual general meetings either in person or via telephone;

- Prepare and distribute agendas, board packs, minutes and action items to relevant parties; and
- Sign secretarial certificates, arrange for the execution of agreements, liaise with third parties and provide copies of other documents prepared or retained by us as company secretary.

### Directorship Services

- Provide independent, non-executive directors based in Bermuda with appropriate experience in investment funds, insurance linked securities and corporate entities; and
- Provide directors to vehicles which can act as general partner.

### Trustee Services

- Act as trustee to hold voting shares of an investment fund, special purpose vehicle or insurance linked security;
- Provide trustee services to purpose trusts and investment funds structured as unit trusts; and
- Provide private wealth trustee and trust administration services.

## Accounting, Tax & Agency Services

- Prepare US GAAP and IFRS consolidated accounts and other periodic management accounts;
- Liaise with auditors, where applicable; and
- Provide support in certain regulatory reporting and local tax requirements.

## Entity Management Services

- Coordination of all necessary entity and regulatory filings (including the payment of annual and

government fees) in order to maintain regulatory compliance and good standing of entities;

- Centralised compliance, data management, document management and billing;
- Protocol and processes development to ensure efficiencies across teams and regions; and
- Assigned global liaison and single point of contact to work with clients' current service providers to ensure all entities are managed effectively.

## Liquidation Services

- Act as voluntary liquidator for the dissolution of Bermuda entities.

---

For further information on our services, please contact:

**Christopher Tribley**

+1 441 400 4082

christopher.tribley@maples.com

**Heather Beanland**

+1 441 400 4081

heather.beanland@maples.com

Licensed to conduct Corporate Service Provider and Trust Business by the Bermuda Monetary Authority

[maples.com](http://maples.com)