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## RENEWAL REGISTRATION AS AN INDEPENDENT TESTING LABORATORY

AN APPLICANT SEEKING REGISTRATION HAS NO RIGHT TO BE REGISTERED. ALL REGISTRATIONS WITH THE GAMING BOARD FOR THE BAHAMAS ARE CONTINGENT ON THE ONGOING SUITABILITY OF THE PERSONS TO WHOM THEY ARE ISSUED. IN EVERY CASE, THE APPLICANT BEARS THE ONUS OF PROVING FULL COMPLIANCE WITH ALL APPLICABLE QUALIFICATION CRITERIA.

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Pursuant to Regulation 44 of the Gaming Regulations 2014, registration as an independent testing laboratory is required by every private entity which intends to inspect, test and certify gaming devices and systems and modifications thereto proposed to be made available for use in licensed gaming operations in The Bahamas against the provisions of the prevailing technical standards.

**NOTE:**

Each independent testing laboratory must be registered for each category of inspection and certification for which the laboratory seeks to provide results.

Registration as an independent testing laboratory shall remain effective until it is revoked, expires or is terminated, subject to annual renewal.

This application must be accompanied by an annual fee of B\$ 2,000, or proof of payment of such fee.

### APPLICANT FOR RENEWAL REGISTRATION AS AN INDEPENDENT TESTING LABORATORY:

<b>Registered name of business</b>	
<b>Trading name of business</b>	
<b>Date of completion of form</b>	

All correspondence must be addressed to:

The Secretary  
Gaming Board for The Bahamas  
Centreville House  
2<sup>nd</sup> Terrace West & Collins Avenue  
Nassau, BAHAMAS

**For official use only**

GB Ref. No.: \_\_\_\_\_

Insp. Sig.: \_\_\_\_\_

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## APPLICATION INSTRUCTIONS

1. **Read these instructions and every question carefully before answering and follow any specific instruction which may be given in relation to certain questions.**
2. **Answer every question in full. If you fail to answer any question, give incomplete answers or fail to submit all the additional information required, your application will be considered to be incomplete and may be rejected by the Board.**
3. If a question does not apply to you, write "N/A" (for "Not Applicable") in the space provided for the answer. If there is nothing to disclose in response to a particular question, write "None" in the space provided for the answer. If an alteration is made to an answer, sign in full next to the alteration.
4. All answers on this form, except signatures, must be typed or **legibly printed in black ink**. On completion, each page of this form must be signed in full in the space provided at the bottom of each page.
5. **This application form must be completed by the person authorised thereto by the applicant company identified on the front page.** Return the completed form to the Secretary, Gaming Board for The Bahamas, Centreville House, 2<sup>nd</sup> Terrace West & Collins Avenue, Nassau, Commonwealth of The Bahamas.
6. The original completed application form and all the additional required information must be submitted to the Board (**no copies of the original application or the supporting documentation are required to be submitted**).
7. If additional space is required to answer any question, please use additional pages, but be sure to indicate the number(s) of the question(s) you are answering on these additional pages and clearly cross reference the additional information with the relevant questions.
8. All amounts must be in **American Dollars**. When converting from a foreign currency to American Dollars or if documents are included which reflect foreign currencies, convert at or quote the applicable **exchange rate and the date of the rate of exchange**.
9. If any details of the applicant, which are reflected in this application form, change before a licence/registration has been issued by the Board, the Board must immediately be notified in writing.
10. All dates must be in the format: **Month / Day / Year**.

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**1. IDENTIFYING DETAILS OF APPLICANT:**

<b>Registered name</b>	
<b>Registration number</b>	
<b>Trading name</b>	
<b>Principal activities</b>	
<b>Contact Person for this application:</b>	
<b>Title &amp; Full Names</b>	
<b>Telephone&amp; Fax Numbers</b>	
<b>E-mail address(es)</b>	
<b>Principal business address of the applicant:</b>	
<b>Street address</b>	
<b>City/Town &amp;Province/State</b>	
<b>Postal/Zip code</b>	
<b>Country</b>	
<b>Telephone&amp; Fax Numbers</b>	
<b>Website address</b>	
<b>Mailing address</b>	
<b>City/Town &amp;Province/State</b>	
<b>Postal/Zip code</b>	
<b>Country</b>	
<b>Registered office of the applicant:</b>	
<b>Street address</b>	
<b>City/Town &amp;Province/State</b>	
<b>Postal/Zip code</b>	
<b>Country</b>	
<b>Telephone&amp; Fax Numbers</b>	

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**2. OTHER NAMES AND ADDRESSES OF THE APPLICANT:**

List all names under which and addresses from which the applicant has done business in the past year.


**3. DESCRIPTION OF THE APPLICANT ENTITY:**

Indicate what type of legal entity the applicant is:

<b>Limited liability company</b>	
<b>Corporation</b>	
<b>Public unlisted company</b>	
<b>Public listed company</b>	
<b>Foreign listed company</b>	
<b>Foreign unlisted company</b>	
<b>Partnership</b>	
<b>Other (provide details)</b>	

**4. DOCUMENTATION REQUIRED:**

**4.1** Submit certified true copies of all Founding Documentation to which changes have been made during **the past year** (*including Memorandum & Articles of Association, Articles of Incorporation, Articles of Organization, Charter, Shareholders' Agreement, Partnership Agreement, Trust Deed, certificate(s) of legal name changes and all amendments thereto*).

**4.2** Submit a certified true copy of the **resolution by the Board of Directors or similar controlling body authorising the signatory hereto to sign the application documents on behalf of the applicant.**

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**5. SHAREHOLDING:**

Share structure	No. of shares authorised	No. of shares issued	Par value per share	Premium at issue	Current market value	Classes*	Voting rights
Ordinary Shares							
Preference Shares							
Other (specify)							

Provide a copy of the most recent share/securities register or indicate where it may be perused.

*\* Elaborate if there is more than one class of share with different voting rights.*

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**6. INVOLVEMENT:**

**6.1. Direct shareholding** - list all the direct shareholders in the applicant below:

FULL NAME OF HOLDER	ID/PASSPORT/REGISTRATION NO.	NO. OF SHARES HELD	PERCENTAGE SHAREHOLDING
<b>TOTAL SHAREHOLDING</b>			<b>100%</b>

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**6.2. Indirect shareholding** - list all the persons holding an indirect shareholding of 30% or more in the applicant below:

<b>FULL NAME OF HOLDER</b>	<b>ID/PASSPORT/REGISTRATION NO.</b>	<b>NO. OF SHARES HELD</b>	<b>PERCENTAGE SHAREHOLDING</b>

**6.3.** List all the directors of the applicant:

<b>FULL NAME</b>	<b>ID/PASSPORT NO.</b>	<b>EXECUTIVE/NON-EXECUTIVE</b>	<b>NATIONALITY</b>	<b>SHAREHOLDER REPRESENTED</b>

**6.4.** List the executive management of the applicant below:

<b>FULL NAME</b>	<b>ID/PASSPORT NO</b>	<b>DESIGNATED POSITION</b>	<b>NATIONALITY</b>

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**7. DIAGRAMMATIC REPRESENTATION OF OWNERSHIP:**

If question 6 above indicates any entity as indirectly holding shares or any other ownership interest in the applicant, prepare a **diagrammatic flowchart** which illustrates the entire relationship of all the entities involved to the applicant as an attachment clearly labelled **“Attachment 7”**.

List all legal and natural persons, who each hold a direct or indirect financial interest of 30% or more in the applicant, clearly indicating the respective shareholdings in each entity, including the applicant. If the ultimate holding company of the applicant is a public company and no natural person controls 30% or more of the publicly traded shares, indicate this fact in a footnote to the flowchart.

**8. FINANCIAL HISTORY:**

**8.1** Has the applicant in the last year been subject to an adverse credit rating?

Yes  No

If **yes**, please provide details on a separate page numbered 8.1.

**8.2** Has the applicant provided security for any person who or which is currently in default of the obligations secured?

Yes  No

If **yes**, please provide details on a separate page numbered 8.2.

**8.3.** Does the applicant have any financial interest in the form of shareholding, whether direct or indirect, in any other business, whether in The Bahamas or elsewhere?

Yes  No

If **yes**, please furnish the information below in respect of each company in which the applicant holds a financial interest:

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<b>INFORMATION REQUIRED</b>	<b>ENTITY 1</b>	<b>ENTITY 2</b>	<b>ENTITY 3</b>	<b>ENTITY 4</b>
<b>Name of company</b>				
<b>Reg. no of company</b>				
<b>Type of shares Held</b>				
<b>Purchase price of shares</b>				
<b>Number of shares held</b>				
<b>Date acquired</b>				
<b>Percentage Ownership held</b>				
<b>Current market value</b>				

**9. FINANCIAL INTERESTS HELD IN OTHER BUSINESSES, EXCLUDING SHARES:**

Describe below the nature and extent of any business interest other than shareholding, which the applicant has in any other business(es).

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**10. CRIMINAL AND RELATED HISTORY:**

This question requests information about any offences the applicant, its officers, owners, or subsidiaries may have committed or may have been charged with. Prior to answering this question, carefully study the definitions and instructions below.

**For the purposes of this application form: -**

**“Offence”** includes all crimes, felonies, misdemeanours, or criminal offences regardless of their classification, and includes offences in respect of which an admission of guilt fine was payable without an obligation to appear in court.

**“Charge”** includes any indictment, complaint, information, summons or other notice relating to the alleged commission of any offence.

**“Officer”** includes all directors, executive management and trustees.

**“Owner”** includes all shareholders, members, partners, or other persons with a direct or indirect financial interest of 30% or more in the applicant.

Where an applicant has been charged, answer of **“yes”** must be given and all relevant information provided to the best of your ability, even if:

- the applicant did not commit the offence(s) with which it was charged;
- the charge was dismissed or withdrawn;
- the applicant was not convicted or
- the event(s) to which the charge(s) pertained occurred more than ten years ago.

If the records relating to the charges have been expunged by court order, answer **“no”** and attach a copy of the expunction order to this application, clearly labelling it **“Attachment to Question 10”**.

**10.1. OFFICIAL ENQUIRY:**

Has the applicant, its owners, officers or any of its subsidiaries in the past year been subjected to an official enquiry by any regulatory body, government or provincial department, law enforcement agencies or gaming authorities

Yes  No

If **yes**, provide details below:

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**10.2. INDICTMENTS, CHARGES AND CONVICTIONS:**

Has the applicant, its owners, officers or any of its subsidiaries in the past year been indicted, charged with or convicted of a criminal offence or been a party or named as an indicted co-accused or co-conspirator in any criminal proceeding in any jurisdiction?

Yes  No

If **yes**, complete the table below:

Case number	Nature of charge or complaint	Date	Jurisdiction and name of law enforcement agency	Court involved	Outcome/ Sentence

**11. TRADE REGULATIONS AND SECURITIES JUDGMENTS:**

Has the applicant, its owners, officers or any of its subsidiaries in the past year had a judgment, consent, decree or consent order pertaining to a violation or alleged violation of trade regulations or securities Acts or similar Acts of any country, entered against it?

Yes  No

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If **yes**, complete the table below:

<b>Case number</b>	<b>Jurisdiction and name of court or agency</b>	<b>Nature of judgement, decree or order</b>	<b>Date entered</b>

**12. INSOLVENCY PROCEEDINGS AND APPOINTED RECEIVER, AGENT OR TRUSTEE:**

**12.A.** Has the applicant, its owners, officers or any associated company had any application or petition under any provision of any insolvency or bankruptcy legislation filed by or against it during the last years preceding the date of this application?

Yes  No

If **yes**, provide details below:

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**12.B.** Has the applicant, its owners, officers or any associated company sought relief under any provision of any insolvency or bankruptcy legislation during the last year preceding the date of this application?

Yes  No

If **yes**, provide details below:

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**13. EXISTING LITIGATION:**

Is the applicant, any owner, officer or subsidiary currently involved in any litigation?

Yes  No

If **yes**, on **separate pages under the above number and heading**, describe all existing civil litigation in which the applicant, owner, officer or subsidiary is currently involved with, in any jurisdiction. Exclude any case for monetary damages where the damages are not expected to exceed B\$100 000 or the equivalent thereof.

The description must include all the relevant details such as the title, case number, name and address of the court where the case is pending, the identity of all the parties, a summary of the charge and/or the general nature of all claims being made as well as the next date to appear in court.

**14. TESTING AND CERTIFICATION REGISTRATIONS:**

**14.1.** Provide details below of all testing and certification registrations **currently held**:

CATEGORY & DESCRIPTION OF TESTING AND/OR CERTIFICATION AUTHORISED	ISSUING JURISDICTION	DATE GRANTED	EXPIRY DATE

*\* Provide current copies of all registration certificates held as well as the conditions attached to each.*

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**14.2.** Provide details below of all gaming-related licences/registrations **refused in the past year:**

LICENCE/REGISTRATION TYPE	ISSUING JURISDICTION	DATE APPLIED FOR	DATE REFUSED	REASONS FOR REFUSAL

**14.3.** Provide details below of all applications for gaming-related licences/registrations **currently pending:**

LICENCE/REGISTRATION TYPE	ISSUING JURISDICTION	DATE APPLIED FOR

**15.** Indicate the categories of testing and certification for which the applicant seeks registration:

CATEGORY FOR WHICH REGISTRATION IS SOUGHT	TICK
Casino gaming devices and gaming device modifications	
Casino progressive gaming devices	
Monitoring and control systems	
Casino cashless systems and modifications thereto	
Bonusing systems	
Promotional systems	
Interactive gaming systems and modifications	

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Mobile gaming systems and modifications	
Proxy gaming systems and modifications	
Redemption Kiosks	
Client server systems and modifications	
Electronic table game systems and modifications	
Dealer controlled table game systems and modifications	
Wireless gaming systems and modifications	
Network security	
Player user interface systems and modifications	
Card shufflers and dealer shoes	
Other (please specify below and indicate the applicable technical standard(s))	

**16. QUALIFICATION REQUIREMENTS:**

**16.1** Is the Applicant –

**(a)** independent from any manufacturer, supplier, or operator (whether licensed in The Bahamas or elsewhere) of any of the games, gaming devices or systems in respect of which it is applying for registration, as reflected in the Table under 15 above?

**Yes**  **No**

If **no**, provide details on a separate page numbered 16.1.

**(b)** accredited in accordance with ISO/IEC 17025 by an accreditation body that is a signatory to the International Laboratory Accreditation Cooperation Mutual Recognition Agreement?

**Yes**  **No**

If **yes**, provide current valid proof of accreditation on an attachment marked 16.1(b).A.

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If **no**, provide an explanation on a separate page marked 16.1(b).B.

**16.2.** On a separate page, marked 16.2, the applicant is required to demonstrate its continued technical competence to perform testing –

- (a) of the games, gaming devices or systems in respect of which it is applying for registration, as reflected in the Table under 15 above, and
- (b) in such a manner as to ensure compliance with the prevailing technical standards and gaming legislation in force in The Bahamas.

**16.3** Does the Applicant, or any of its owners, directors, management or employees –

- (a) have any financial interest, whether directly or indirectly, in any manufacturer, supplier, or operator (whether licensed in The Bahamas or elsewhere) of any of the games, gaming devices or systems in respect of which it is applying for registration, as reflected in the Table under 15 above?

Yes  No

If **yes**, provide details on an attachment marked 16.3(a).

- (b) participate, provide consultation services in respect of, or have any involvement in the design, development, programming, or manufacture of any of the games, gaming devices or systems in respect of which it is applying for registration, as reflected in the Table under 15 above?

Yes  No

If **yes**, provide details on an attachment marked 16.3(b).

- (c) have any other involvement with or interest in any manufacturer, supplier, or operator (whether licensed in The Bahamas or elsewhere) of any of the games, gaming devices or systems in respect of which it is applying for registration, as reflected in the Table under 15 above which might affect the Applicant’s ability to conduct testing and certification in an impartial manner?

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Yes

No

If **yes**, provide details on an attachment marked 16.3(c).

**17. ATTACHMENTS (ALL DOCUMENTATION MUST BE SUPPLIED IN ENGLISH)**

The following documents must be appended to this application form:

**17.1. Audited financial statements of the applicant for the past year.**

**17.2. Annual reports of the owners of the applicant for the past year.**

**17.3. Management accounts following the last audited financial statements to present date.**

**17.4. Organisational chart**

Submit an updated organisational chart in respect of the applicant, which illustrates the organisational hierarchy and job descriptions with the names of all the incumbents, including all governance structures, e.g. audit and similar committees.

**18. TAX INFORMATION**

**18.1.** Complete the tax details in respect of the applicant requested below:

<b>Income tax reference no. (if applicable)</b>	
<b>Tax authority name and location</b>	
<b>VAT reference no. (if applicable)</b>	
<b>Other tax liability reference nos. (specify)</b>	

**18.2.** Has the applicant submitted its income tax and all other required returns for the **last year** directly preceding the date of this application to the relevant Authorities?

Yes

No

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If **yes**, and the applicant is a foreign company, furnish tax clearance certificates, certificates of good standing or the equivalent from the country of origin.

If **no**, give an explanation below.

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Documentation in respect of any extension granted by any Tax Authority must also be attached.

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**AFFIDAVIT**

I, ....., do hereby make oath and say that:

1. I am duly authorised to complete this application and to make this declaration on behalf of....., the Applicant herein.
2. I am aware that the Board may refuse a licence/registration to any applicant that supplies information to the Board which is false in any material respect or subject to any material omission.
3. The particulars contained herein are to the best of my knowledge and belief true and correct in every detail and I have fully disclosed all information required in completing this form.

\_\_\_\_\_  
**SIGNATURE OF DEPONENT**

\_\_\_\_\_  
**DATE**

I certify that:

This declaration was sworn to before me at ....., on this .....day of ....., 20.....

.....  
**NOTARY PUBLIC/COMMISSIONER OF OATHS**

**Note: This affidavit must be accompanied by a Board resolution authorising the signatory to execute same.**

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**AUTHORISATION FOR EXAMINATION AND RELEASE OF  
INFORMATION AND INDEMNIFICATION**

**TO:** All courts, probation departments, employers, educational institutions, banks, financial and other institutions, tax collection authorities, law enforcement agencies, without exception both foreign and domestic and to whomsoever else this authorization may be duly presented.

**AUTHORISATION**

I, \_\_\_\_\_  
(Surname) (Other names)

\_\_\_\_\_  
(Address)

Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Personal Identity Number: \_\_\_\_\_

Nationality: \_\_\_\_\_ Passport Number: \_\_\_\_\_

Address for Tax Purposes: \_\_\_\_\_

Telephone : \_\_\_\_\_ E-mail \_\_\_\_\_

Applicant Entity (if authorising for an entity applicant): \_\_\_\_\_

Title, (if authorising for an entity applicant): \_\_\_\_\_

**HEREBY AUTHORISE** the Responsible Minister, the Secretary of the Gaming Board for The Bahamas the Commissioner of the Royal Bahamas Police Force or any person so designated in writing, pursuant to the provisions of the Gaming Act, 2014 (No. 40 of 2014) (hereinafter "the Act") (collectively the "Authorised Persons") -

1. to undertake any investigation concerning my eligibility qualification for a licence under the Act or, my suitability to be associated with a licence holder or applicant for a licence in terms of said Act;
2. on production of an original letter of authorisation, to inspect and obtain copies of:
  - (a) any credit report, other report, legal or personal information that has any bearing on my creditworthiness, credit history, credit standing or credit capacity;
  - (b) any loan information, cheque account records, savings deposit records, safe deposit box records, passbook records and bank statement sheets pertaining to me;
  - (c) any records relating to investigations of my activities conducted by any local or overseas police force, crime investigation agency, corporate regulatory agency or any gambling or casino regulatory body;
  - (d) any court records relating to any present or past civil or criminal court proceedings to which I am or was a party; and
  - (e) any other document, record or correspondence pertaining to me.

**ACKNOWLEDGEMENT**

**I understand that as an applicant for, or holder of, a license under the Act that I am obligated to timely pay to the Gaming Board all background investigation and regulatory investigative costs associated with licensure under the Act.**

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**RELEASE**

I hereby release, remise and forever discharge all Authorised Persons including the Responsible Minister, the Secretary of the Gaming Board for The Bahamas or any person so designated in writing, including the Commissioner of the Royal Bahamas Police Force or an Agent of the Gaming Board appointed pursuant to the Gaming Act, and any employee, member, subcontractor or representative of the Responsible Minister, the Secretary, the Royal Bahamas Police Force or an Agent, any source or person, including, but not limited to, law enforcement, criminal justice and regulatory agencies, from any damages, directly or indirectly, related to the request for or release of said information, any cause of action, suit, debt, judgment, execution, and/or other claims and demands whatsoever, known or unknown, in law or equity, that the undersigned ever had, now has, may have or claim to have against any or all of the entities or individuals receiving this Release Authorisation arising out of or by reason of the conduct of the investigation authorized herein or any action related to it. I hereby execute this Release with full authority to do so.

**INDEMNIFICATION**

I, with full authority to do so, hereby indemnify and hold harmless every person, firm, company and/or government body including the Responsible Minister, the Secretary of the Gaming Board for The Bahamas or any person so designated in writing, including the Commissioner of the Royal Bahamas Police Force or an Agent of the Gaming Board appointed pursuant to the Act, and any employee, member, subcontractor or representative of the Responsible Minister, the Secretary, the Royal Bahamas Police Force or an Agent and any source or person to whom this Release Authorization is presented from and against all claims, damages, losses and expenses, including reasonable attorney's fees, arising out of or by reason of, compliance with this Release Authorization.

You are **HEREBY AUTHORISED** to release to any Authorised Person presenting this Authorisation, all the documents, reports, records and information requested by him/her. A photo-static or e-mail copy of this Release Authorisation is as effective and valid as the original.

This authorisation shall supersede and countermand any prior request or authorisation to the contrary. A certified copy of this authorisation will be considered as effective and as valid as the original.

Grantor Signature: \_\_\_\_\_

Grantor's Spouse's Signature: \_\_\_\_\_

(If the grantor of this I Release Authorisation is married at the time of filing and the license application is being filed in an individual capacity rather than as a representative of an entity applicant the individual's spouse must execute this Release Authorisation.

**IN WITNESS WHEREOF**, I have executed this request at \_\_\_\_\_, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

.....  
**SIGNATURE OF APPLICANT**

**SIGNED AND SWORN TO** before me, \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

.....  
**NOTARY PUBLIC/COMMISSIONER OF OATHS**

**Note:** This Authorisation must be accompanied by a Board resolution authorising the signatory to execute same

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**AUTHORISED SIGNATURE**