

## Guidance for R8 application form for Certificate of Direct Investment

### ***Use this form:***

When you wish to apply to the Chief Immigration Officer for ***either*** Approval in Principle of a Certificate of Direct Investment ***or*** an Application/Renewal for a Certificate of Direct Investment. *Please note:* an applicant needs to either invest or propose to invest at least one million dollars in an employment generating business in order to qualify.

You must indicate on the application form as to whether you are applying for the initial Approval in Principle Certificate or the full Certificate of Direct Investment.

### ***Submission requirements:***

In submitting this form you should enclose the following (where applicable):

- Applications
  - All Applications and supporting forms to the application should be printed on regular size, plain, white paper and duly completed.
    - Coloured paper, stock card, letterhead, or parchment/transfer papers are all unacceptable.
  - All forms should be submitted in the correct format which includes the title pages and immigration logos.

Forms should be in the correct page number order and there should be no missing pages

- Cover Letter

Please provide a cover letter addressed to the Chief Immigration Officer explaining the grounds for your application and providing any other information that you consider relevant. Your original signature is required.

- Fees

At the time of submission, the following fees must be paid:

  - non-refundable administrative filing fee

Upon approval, the following fees must be paid:

- Issue fee
- An annual fee equivalent to that payable by a person authorised by a work permit in the same occupation.
- Dependant fee(s), if any. Note: a fee of CI\$1,000.00 per dependant is payable annually

- **Passport Page**  
Please provide a certified/notarized copy of picture page of passport.
- **Evidence of Health Insurance**  
Please provide details and documentary evidence of adequate health insurance coverage for you and your dependant(s) that is accepted in the Cayman Islands.
- **Police Clearance Certificate**  
Please provide a police clearance certificate from your home state or place of last residence for you and any accompanying dependant(s) who are over the age of eighteen that was issued within six months preceding the date of your application. This certificate must be signed by the issuing authority and must bear an embossed seal or rubber stamp.
- **Photographs**  
Please provide one full face photograph (passport size) of the applicant and each dependant who is included on the application.
  - Print name and date of birth on the back of the photograph.
  - The photograph must be in colour and taken within the past 12 months, full face (shoulders and above), with no head covering.
  - The photograph must have a white background.
  - The photograph size should be between 45mm by 35mm (1.77 inches by 1.38 inches) and 63mm by 50mm (2.5 inches by 2 inches).
  - The photograph should be un-mounted and printed on normal photographic paper.
  - The photograph resolution must be at least 800 dots per square inch. Blurred photographs will not be accepted.
  - Stick-on labels will not be accepted.
- **Medical Questionnaire**  
You, your spouse and any dependants over the age of eighteen must submit a medical questionnaire that has been completed by yourselves (Part 1) and your physician(s) (Part 2). The questionnaire can be downloaded on our Forms page. You must also provide the lab report (original) showing the HIV/VDRL test results. Note: the HIV/VDRL tests must be taken within the six months preceding your application.  
Note: Prospective workers from the following regions will be required to re-take the HIV/VDRL tests once in the Cayman Islands: Jamaica, Haiti, Dominican Republic, Honduras and Nicaragua.
- **Evidence of Financial Standing (CI one million in an employment generating business)**  
In order that the Chief Immigration Officer can satisfy himself that you meet the financial standing requirements, please provide the documentation listed below. *Please be assured that all information that you provide will be treated in the strictest confidence.*

- Financial statement prepared by:
  - an accounting company licenced in the Cayman Islands; or,
  - an accounting company outside the Cayman Islands provided proof is submitted that this company is confirmed as being in good standing by the relevant Accounting State Board; or,
  - any internationally recognised bank or securities company; or,
  - any bank licenced in the Cayman Islands
- Bank reference letters showing balances in your bank accounts (locally or overseas).
- Proof of annual income
  
- Employees  
Please provide a list of all employees detailing name, nationality and date of birth.
  
- Register of Directors  
Please provide a current registry list of Directors.
  
- References  
Please provide three written references from persons (not relatives or spouse) who have known you for at least two years. Each reference must be in a sealed envelope, signed across the seal by the referee, with the name of the applicant on the outside. Application will not be processed until all references have been received.
  
- Trade & Business Licence  
Where the Trade & Business Licence has expired, a copy of the receipt of payment for the renewal from employer is needed.  
Where the employer is licenced by another body other than the Trade & Business Licencing Board, proof of current licence or copy of the receipt of payment for the renewal is required.
  
- Marriage Certificate  
If you are married, please provide a notarized copy of your marriage certificate.
  
- Birth Certificates  
A notarized/certified copy of all dependent children's Birth Certificate listed on the application.

*\*Please note you will need to provide a notarized English translation of all documents where originals are presented in a foreign language.*



***Send the completed application to:***

The Chief Immigration Officer  
Department of Immigration  
P.O. Box 1098  
Grand Cayman, KY1-1102  
CAYMAN ISLANDS

***What happens next?***

A letter will be sent to you, notifying you of the decision.

If your application is refused, you have the right of appeal to the Caymanian Status and Permanent Residency Board within seven (7) days of the communication of the decision. Your appeal, accompanied with a CI\$100 application fee, shall be made in writing addressed to the Secretary of the Caymanian Status and Permanent Residency Board, PO Box 1098, KY1-1102, Grand Cayman, CAYMAN ISLANDS.

*Under the Law an applicant is required to provide a complete application which has been defined as above. Failure to comply with the above could result in a refusal by the Chief Immigration Officer.*

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