

Guernsey Registry Update for Industry - June 2019

You have received this Industry Update because you are currently registered as a Corporate Services Provider (CSP) or Regulated Presenter on the Guernsey Registry Online Services Portal.

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Introduction

Following on from a successful company annual validation period in January and February, the Registry is now ready to receive Limited Liability Partnership (LLP), foundation and limited partnership (LP) annual validations in June.

The process for LLP, foundation and LP annual validations/renewals remains the same as in previous years - this update contains more information and there is comprehensive guidance available on our website to help you through the process.

Over the last few months the Registry has been meeting with representatives from corporate services providers, industry groups and other stakeholders to give an update on the Registry's work, listen to feedback and also to help shape the Registry's values, vision, mission and objectives going forward.

I would like to take the opportunity to thank all those that attended the sessions for their valuable contributions.

Also included in this update is an overview of the Registry's activity so far in 2019.

As ever if you have any questions or feedback on any aspects of the Registry's services please feel free to contact us.

Mat Desforges, Registrar

Disclaimer: The purpose of this document is to provide information and guidance for Registry users. However, the interpretation of the legislation is a matter on which the Guernsey Registry cannot advise and individuals will need to form their own view on compliance.

Independent legal advice is advised where there is any uncertainty.

Overview of Registry activity so far in 2019

Headline Statistics

29,941

Submissions received and registered between 01/01/2019 and 31/05/2019

96.73%

Company annual validation compliance rate

487

Companies incorporated so far during 2019, up to 31/05/2019

39.5%

Increase in migrations in (first 5 months of year), compared to same period in 2018

17,843

Companies in normal status as at 31/05/2019

Company annual validations

January and February are dominated by the company annual validation process, with 75% of submissions received during those two months being annual validations.

The company annual validation filing compliance rate was 96.73% - 584 companies in total were listed for strike off for failure to file their annual validation this year. 313 (53.6%) of the companies listed for strike off were subsequently removed from the strike off list as they filed their annual validations before the 20 May strike off date.

Incorporations and migrations

Annual validations are the Registry's main focus during the first few months of the year but we also continue to work on our other 'business as usual' activities.

Of particular note is the number of migrations into Guernsey from other jurisdictions so far in 2019. Between 1 January and 31 May 2019, 53 companies have migrated in. This represents a 39.5% increase over the same period last year.

Company incorporations also remain strong with 487 companies incorporated between 1 January and 31 May 2019. 49 of those companies took advantage of the Registry's fast track (2-hour or 15-minute) incorporation service.

The LP register continues to grow with 93 LPs registered so far this year. There are now 2108 LPs registered. LLPs are also showing a positive trend, with 10 new registrations to date in 2019, meaning the total register size has grown by just under 9%, (to a total of 113) in the first 5 months of the year.

Other Registry activity

The Registry has been working with its stakeholders to help shape its values, vision, mission, strategy and objectives through a series of workshops. Work on this is nearly complete and we will be publishing the results of this exercise shortly.

We have also continued to engage with other Registries internationally through our membership of the European Business Registers Association (EBRA) and the Corporate Registers Forum (CRF). The Registry attended the CRF Annual Conference which provided valuable insight into the issues affecting registries globally, and will also be attending the EBRA Conference in June.

Maintenance and investment into our systems is continuing in order to ensure the continued reliability and ease of use of our services. This includes updating the platform that the database and online system currently use to a new version. There may be some system downtime needed to do this but we will notify all CSPs and Regulated Presenters by email as soon as we know the likely dates and times for this.

LP, LLP and Foundation Annual Validation/Renewal

Limited Partnership annual validation

[The Limited Partnerships \(Fees, Annual Validations and Miscellaneous Provisions\) Regulations, 2016](#) requires all LPs (registered before 1 May in the current year) to file an annual validation by the end of June.

The 2019 LP annual validation process is unchanged from last year, and there is no change to the annual validation filing fee (£500).

All limited partnership annual validation submissions are now filed online at www.greg.gg. Guidance on how to file the submission is available to view here: www.guernseyregistry.com/LPAV.

All limited partnership annual validations received after 30 June will be subject to a £100 per month late filing fee.

**LP, LLP and foundation
annual validation/
renewal deadline:**

30 June 2019

Limited liability partnership annual validation

The Limited Liability Partnerships (Guernsey) Law, 2013 requires all LLPs (registered before 1 May in the current year) to file an annual validation by the end of June.

Paper copies of the annual validation forms have been sent to the registered office of each LLP. The forms are pre-populated with the current information held on the register.

A member of the LLP (authorised to make the necessary declaration) will need to check that the information is accurate and sign and date the form.

The form must then be returned to the Registry (by post or email to enquiries@guernseyregistry.com) by 30 June, along with the filing fee of £500 (paid by cheque, Registry account or credit/debit card).

All LLP annual validations received after 30 June will be subject to a £100 per month late filing fee.

Foundation annual renewal

The Foundations (Annual Renewal) (Guernsey) Regulations, 2014 require all foundations (registered before 1 May in the current year) to file an annual renewal by the end of June.

Paper copies of the annual renewal forms have been sent to the registered office of each foundation. The forms are pre-populated with the current information held on the register.

A councillor or resident agent of the foundation will need to check that the information is accurate, confirm whether there have been any amendments to the Charter since incorporation/last renewal and sign and date the form.

The form must then be returned to the Registry (by post or email to enquiries@guernseyregistry.com) by 30 June, along with the filing fee of £500 (paid by cheque, Registry account or credit/debit card).

All foundation annual renewals received after 30 June will be subject to a £100 per month late filing fee.

Other Registry information and services

Guidance notes

The Registry has a comprehensive section of guidance notes available on almost all Registry products, services and processes.

This includes sample documents such as resolution templates, step-by-step guides on filing submissions and general guidance on a wide range of Registry issues.

The guidance notes are available to view here: <http://www.guernseyregistry.com/guidance>

We review the guidance notes regularly; if you have any suggestions for guidance please let us know.

Registry training sessions and meetings

We are pleased to offer training on all aspects of the Registry, including using the Online Services Portal, submission requirements and updates/changes to the Registry's services and processes.

Training sessions are free of charge and can be carried out at your own offices if you wish. We do not use a set training session; we can tailor the training to suit your needs.

If you would like to book a training session please email enquiries@guernseyregistry.com or call us on 743800 with your preferred date, time and location and let us know which topics you would like covered.


Alternatively, if you have any questions, comments or suggestions on any aspect of the Registry we would be pleased to arrange a meeting with you to discuss them.

Corporate Service Provider directory

The Registry maintains a directory of corporate service providers which is available to view here: <http://www.guernseyregistry.com/CSPdirectory>

62 firms are currently listed in the directory. If your firm would like to be included, please complete the data capture form [available here](#) and email it to us - enquiries@guernseyregistry.com.

Inclusion in the directory is free of charge.

CSPs by category: Accounting services - Asset protection - Corporate wealth solutions - Estate & succession management - Family office - Fintech - Foundations Fund administration - Insurance - IP - International property holding - International trading companies - LLPs - Local property holding - Local trading companies Marine & aviation registration - Migrations - Pensions - Private wealth solutions - Serviced office solutions			
Name of Firm	Services provided	Description	Contact Details
G			
Guernsey Registry 	<ul style="list-style-type: none"> - Asset protection - Corporate wealth solutions - Estate & succession management - Fund administration - International property holding - International trading companies - Private wealth solutions - Serviced office solutions 	The main functions of the Guernsey Registry are to examine and store information on various registers as required under Guernsey legislation.	Contact: Joe Le Page Tel: +44 (0)1481 743800 Email: enquiries@guernseyregistry.com Website: www.guernseyregistry.com

My Registry Relationships functionality

The Online Services Portal allows directors to view their personal information, including the residential address currently on record, and the directorships and resident agent relationships they hold.

These records can also be exported as an Excel file by selecting 'Export'.

The 'My Registry Relationships' functionality can be accessed by logging into the website at www.greg.gg then selecting 'My Profile'. You will need to enter your person ID number (6 digit) and person PIN (4 digit) then click 'Verify Detail' to access the system.

My Registry relationships

Person Details Relationships Held

The relationships held by Test Director - ID 125568 are shown below.

Show 5 records per page

Relationship Type	Reg No	Company Name	Date From	Date To
Director	64513	Test Info Solutions Ltd.	20-Sep-2018	
Resident Agent	64513	Test Info Solutions Ltd.	20-Sep-2018	
Director	64498	Test Company Ltd.	03-May-2018	

Export

If you believe that any of the above relationships are incorrect you can make the necessary changes by clicking on the 'Change relationships' button. In order to make any changes you will need to have the Entity PIN. If you do not have the necessary PIN please contact the Registry at enquiries@guernseyregistry.com or call +44 1481 743800.

Change relationships

Bulk change of registered office address

The Registry accepts requests from CSPs who are moving registered office, to change the registered office address details of companies that they administer.

This is intended to save CSPs time; where the Registry does a bulk change, the CSP only needs to complete the [bulk change of address form available here](#) and return it to the Registry by email. We will then change the addresses on your behalf.

Note: Bulk change of addresses can be filed where over 25 companies are changing address. We are unable to accept bulk changes of address for limited partnerships, limited liability partnerships or foundations - these changes should be submitted individually using the normal process.

Reports and data extracts

On request from CSPs we can provide extracts of data held by the Registry relating to companies they administer. This may be useful to help CSPs with their own internal data integrity checks, and also in the run up to annual validations.

Some examples of reports and extracts we can provide include:

- Details of all entities registered at your registered office
- Details of all entities where your CSP is the resident agent
- Details of entities that have/have not yet filed annual validations

Requests for reports/data extracts should be made by email to enquiries@guernseyregistry.com.

If you have any other requests for data extracts that you would find useful please contact us.

Please note that the provision of reports is on a best endeavours basis and the Registry is not able to guarantee that the reports will be produced in a set timeframe.

Office opening hours and contact details

Office opening hours

9:30am - 5pm Monday to Friday

(The office opens at 10am on Wednesdays due to staff training)

Contact details

Telephone: (+44) 1481 743800

Office address: Market Building, PO Box 451, Fountain Street, St Peter Port, Guernsey, GY1 3GX

Email address: enquiries@guernseyregistry.com

Online Services: www.greg.gg

Info website: www.guernseyregistry.com

Useful links



Locate Guernsey -

Information to help businesses and individuals looking to relocate to Guernsey

www.locateguernsey.com



Startup Guernsey -

Information and advice on setting up a business in Guernsey

www.startup.gg



Digital Greenhouse -

Focused on growing Guernsey's digital and creative sectors and provides co-working space, meeting rooms and event hosting for digital/creative startups

www.digitalgreenhouse.gg



Committee for Economic Development

www.gov.gg/article/152831/Economic-Development

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