DEPARTMENT OF ECONOMIC LICENSES

Director License

Director of Dutch nationality with foreign residence address

Name of business: _____

- ▫ An application letter addressed to the Minister of Tourism, Economic Affairs, Traffic & Telecommunication, written in English, requesting a director license, including the business address as well as the name, date of birth, place of birth and residential address of the director.
- ▫ A filled in client Information form.
- ▫ Two (2) of the following documents as proof of the director's address:
  - □ lease agreement □ utility bill □ salary slip
- ▫ A valid colored copy of the director's passport.
- ▫ A copy of the business license extension of the current year.
- ▫ A copy of the minutes of the shareholders' meeting, stating the appointment of the director.

The afore-mentioned documents must be submitted to the Department of Economic Licenses, for review. Once the application has met all requirements, the client will receive a payment letter from the Department of Economic Licenses to pay the processing fee of NAF. 150.00 at the Receiver's Office. The processing fee receipt must be submitted to the Department of Economic Licenses thereafter.

REVIEWED & CHECKED BY DEPT. OF ECONOMIC LICENSES: _____

DATE: _____

DEPARTMENT OF ECONOMIC LICENSES

Client Information Form

1. Company Name: _____
2. Company Address: _____
3. Commercial Name: _____
4. Type of Business: _____
5. Crib Number: _____
6. Telephone/Cell Number: _____
7. E-Mail address: _____
8. Contact Person: _____

Department of Economic Licenses
Ministry of Tourism, Economic Affairs, Traffic & Telecommunications
Soualuiga Road #1, Pond Island, Great Bay, Sint Maarten
Tel.: 1 (721) 542 0640, ext. 2164, Email: economiclicenses@sintmaartengov.org

To make an appointment to submit your documents: https://appointments.sintmaartengov.org/services