



## **POLICE REPORT ADVISORY**

*This document was designed for completion by Dealers'/Investment Advisers' Representatives applying for a Police Report in pursuance of registration under the Securities Act, 1993 and The Securities (Licensing and Registration) Regulations, 1996.*

## **Police Report Advisory– Dealers’/Investment Advisers’ Representatives**

All Dealer/Investment Adviser Representatives applying for a Police Report in pursuance of registration under The Securities Act, 1993 and The Securities (Licensing and Registration) Regulations, 1996, should follow the under-mentioned steps.

- 1. Pay the relevant fee at the offices of the Ministry of National Security at 2 Oxford Road, Kingston 5 and obtain a receipt.**

**\$1000.00 – Regular processing**

**\$2000.00 – Express processing**

- 2. Download the Police Report Request Form for Dealer/Investment Adviser Representatives from our website at [www.fscjamaica.org](http://www.fscjamaica.org). A sample of the Police Report Request Form is attached.**
- 3. Complete the Police Report Form and affix signature.**
- 4. Attach the original receipt for payment of fees to the fully executed Police Report Request Form and submit to:**

**Superintendent Terrence Sancko  
Criminal Record Office  
34 Duke Street  
Kingston**

**The Criminal Record Office will prepare a Police Report upon request.**

- 5. Collect Police Report from the Criminal Record Office and submit with application for registration of Dealers’/Investment Advisers’ Representatives and other requisite documents to the Financial Services Commission, 39-43 Barbados Avenue, Kingston 5.**

Please note that the Criminal Record Office reserves the right to carry out further security checks, if necessary.

For further information please contact:  
The Financial Services Commission  
39-43 Barbados Avenue  
Kingston 5

Telephone No. 876-906-3012  
Or visit our website at [www.fscjamaica.org](http://www.fscjamaica.org)