



MONTSERRAT SOCIAL SECURITY FUND REGISTRATION OF EMPLOYER

Form RER_2

1. Contact Name Mr / Mrs / Miss

2. Tel. No. Fax No. Email

3. Trade Name

4. Address

5. Legal / Operating Address.....

6. Business Email Website

7. Type of activity (be specific)

8. a) Date trade, business or work commenced Day Month Year

b) Date employment commenced Day Month Year

9. Date wages were first paid Day Month Year

10. Approximate number of employed persons Male Female

11 a) Legal status of employer :

- i) Sole Trader
- ii) Partnership
- iii) Company
- iv) Government Ministry / Department
- v) Club
- vi) Trade Union

- vii) Committee
- viii) Association
- ix) International Government
- x) Statutory Board
- xi) Other Legal Entity (specify)
- (.....)

b) Submitted herewith is documentation in support of 9 a) above (ie. appropriate ID, Certificate of Incorporation)

Other Documents (specify)

12. Is this a Business Enterprise which was acquired from someone? Yes No (If YES, complete 13–15)

13. Name of previous Business Owner

14. Address of previous Business Owner

15. Date of Acquisition

dd	mm			yy	

16. Print Name(s).....

17. Position / Post

18. a) Signature

Date

dd	mm			yy	

b) Signature

Date

dd	mm			yy	

NOTES

Every Employer must as soon as engages any Employee ensure that such person completes an application from (R_EE) for registration with the Social Security Office unless the employed person produces evidence that he / she is already registered.

Every Employer to whom the Social Security Act and Regulations apply is required to register with the Director of Social Security within seven (7) days of the date on which he becomes an employer.

Any person who ceases to become an employer, or resumes as an employer, or changes his business name or address, must forthwith notify the Director of Social Security.

PENALTY : If a person contravenes or fails to comply with any of the Social Security (Registration) Regulations he / she shall be liable on summary conviction to a fine not exceeding One Hundred Dollars (\$100.00) for each offence, or, where the offence consists of continuing any such contravention or failure after conviction thereof, to a fine of One Hundred Dollars (\$100.00) for each day on which it is so continued.

FOR OFFICIAL USE (INSTRUCTIONS, NOTES etc.)

Employer's Registration No.

Employer's Guide Issued— Yes No If NO, give reason

.....

.....
Registration Officer's Name Signature Date
dd mm yy

.....
Verification Officer's Name Signature Date
dd mm yy

Date of Inspector's visit
dd mm yy

.....
Inspector's Name Signature