

BELIZE:

**RETIRED PERSONS (INCENTIVES) (DESIGNATION OF
OFFICE AND APPLICATION PROCEDURE) REGULATIONS,
2018**

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BELIZE:

STATUTORY INSTRUMENT

No. 90 of 2018

REGULATIONS made by the Minister responsible for tourism in exercise of the powers conferred upon him by section 7 (a) and (h) of the Retired Persons (Incentives) Act, Chapter 62 of the Substantive Laws of Belize, Revised Edition 2011, and all other powers thereunto him enabling.

(Gazetted 8th December, 2018.)

PART I

Preliminary

1. These Regulations may be cited as the

Citation.

**RETIRED PERSONS (INCENTIVES)
(DESIGNATION OF OFFICE AND
APPLICATION PROCEDURE) REGULATIONS,
2018.**

2. In these Regulations,

Interpretation.

“annuity provider” means any source outside of Belize, whether a government or private company, that provides an annuity;

“Belize Tourism Board” means the Board established in accordance with section 3 of the Belize Tourism Board Act;

CAP. 275

CAP. 285

“Registrar” means the Registrar of Hotels and Tourist Accommodation appointed in accordance with section 3 of the Hotels and Tourist Accommodation Act.

PART II

Administration

Designation
of office.

3. The Minister designates the Belize Tourism Board as the office responsible for the administration of the Retired Persons (Incentives) Act and for the purpose of reviewing and approving the grant of all applications for the designation as a Qualified Retired Person.

PART III

Application for designation as a Qualified Retired Person

Application
procedure.
Schedule 1.

4.— (1) An application for designation as a Qualified Retired Person shall be submitted to the Registrar using the form set out in Schedule 1.

Schedule 2.

(2) An application for designation as a Qualified Retired Person shall be accompanied by the relevant application fee prescribed in Schedule 2.

Accompanying
documents.

5. An application for designation as a Qualified Retired Person shall be accompanied by the following documents,

(a) letter from the annuity provider certifying that,

(i) the applicant for designation as a Qualified Retired Person receives an

PART IV

Grant and issue of the designation as a Qualified Retired Person

Grant of the designation as a Qualified Retired Person.

8. - (1) The Registrar shall approve the grant of the designation as a Qualified Retired Person if an applicant satisfies the requirements under section 3 of the Act.

Schedule 3.

(2) On the approval by the Registrar, the Belize Tourism Board shall grant and issue the designation as a Qualified Retired Person to the applicant and the dependents of the applicant, in the form set out in Schedule 3.

Fee for the designation as a Qualified Retired Person. Schedule 4.

9. An applicant granted and issued the designation as a Qualified Retired Person shall pay the relevant fees listed in Schedule 4.

Duration of the designation as a Qualified Retired Person.

10. The designation as a Qualified Retired Person shall be valid for one year.

PART V

Miscellaneous

Cancellation of the designation as Qualified Retired Person for dependents.

11. The Belize Tourism Board shall cancel the designation as a Qualified Retired Person in relation to a dependent if,

- (a) the dependent becomes a citizen of Belize;
- (b) the dependent becomes a permanent resident of Belize; or
- (c) the dependent, who is a child of the person designated as a Qualified Retired Person, attains the age of eighteen years.

(2) Notwithstanding sub-section (1)(c), the designation in relation a dependent child shall not be cancelled if, even after attaining the age of eighteen years old, that child is unable to maintain himself by reason of illness or disability, as determined by a medical practitioner.

12. The Belize Tourism Board may suspend the designation as a Qualified Retired Person if the designated person fails to comply with the requirements of the Act.

Suspension of
the
designation
as a
Qualified
Retired
Person

13. The Belize Tourism Board may from time to time, by Order published in the Gazette, amend the Schedules.

Amendment
of Schedules.

SCHEDULE 1*(Regulation 4(1))**Qualified Retired Persons Application Form***PART A –APPLICANT’S INFORMATION**Application
Type :

New / Renewal

Complete Below if Renewal

QRP

ID:

Year of Last Renewal: _____

Years in QRP Program: _____

Required at Renewal**1. PERSONAL INFORMATION**

- A) Applicant's Name: FIRST NAME LAST NAMEMIDDLE NAME
- B) Gender: Male/Female Age: _____
- C) Date of Birth: _____ Place of Birth: _____
- D) Passport Number: _____ Expiration Date: _____
- E) Place of Issue: _____ Nationality: _____
- F) Marital Status: _____

***2. CONTACT INFORMATION**

- A) Local/Intended Address: _____ District: _____
- B) Overseas Address: _____ Country: _____
- C) Local Phone: _____ Local Cell Phone: _____
- D) International Phone: _____ Email Address: _____

3. EDUCATIONAL INFORMATION

A)

	Primary Education	Year Completion	of	
	Secondary Education	Year Completion	of	
	Tertiary Education	Year Completion	of	
	Other:	Year Completion	of	

B) Primary Language: _____ Secondary Language: _____

***4. FINANCIAL INFORMATION**

A) Foreign _____ Source _____ of _____ Pension/Annuity: _____

B) Local Financial Institution of Deposit: _____

5. AGENT INFORMATION

A) Name of Agent/Company: _____

B) Phone Number: _____ Email: _____

***6. DEPENDENT INFORMATION (if applicable)**

A) Number of Dependents Applying: _____

Adult: _____ Children (18 or Under): _____

7. REQUIREMENT CHECKLIST

Y- Mandatory

A-Mandatory if Applicable

✓	New	Renew	Requirements for Applicant
	Y	Y	Completed Application Form Signed and Dated
	Y		Birth Certificate

	A		Marriage Certificate Copies must bear the seal or stamp of Notary Public
	Y		Original Police Record Official police record or certificate from last place of residence (not older than 6 months)
	Y	A	Passport Pages Copies of complete, valid, notarized / certified passport including all blank pages. Bio data, passport number, and page numbers must be clearly visible (required at renewal if passport is new)
	Y		Proof of Pension/Annuity Certificate or document showing applicant as the recipient of pension or annuity amounting to a minimum of Two Thousand United States Dollars (USD\$2000.00) per month or the equivalent of Twenty-Four Thousand United States Dollars (USD\$24,000.00) annually.
	Y		Bank Statement certifying Pension/Annuity Financial statement from foreign institution, bank, credit union, or building society certifying the sufficient amount of person or annuity funds.
	Y		Written Undertaking of Deposit to Financial Institution in Belize Signed undertaking letter stating that you will deposit the require fund into a local financial institution either monthly or annually.
		Y	Copy of Bank Statement Statement from local licensed financial institution evidencing the deposits totalling USD\$24,000.00 for the previous year.
	Y		Original Medical Certificate Certificate or report of complete medical examination including HIV test (not older than 3 months)
	Y	Y	Two (2) 2"x2" Frontal Recent notarized/certified photograph per Belize Immigration specs *See more specifications below
	Y	Y	Application Fee First time application fee of One Hundred and Fifty United States Dollars (USD\$150.00) or Renewal Fee of Twenty Five United States Dollars (USD\$25.00)

*** Photo Specification**

1. White background photo must be in focus, with no red-eye and no reflected light on the face.
2. The head must be straight position with face directly into the camera.
3. A neutral facial expression must be maintained (no smiling or frowning)
4. The visibility of the eyes is important.
5. No glasses, no shades.

NEW APPLICATION ONLY

Upon final approval of application, you will be contacted by BTB to make your final payment and submission of requested list of duty exemption items to be imported. The complete list of import items must first be approved by the BTB and Customs and excise Department before sending.

1. QRP Applicant Member Fee	-	USD\$1000.00
2. QRP Applicant Card Fee	-	USD\$200.00
TOTAL for Designation	-	USD\$1200.00

8. TERMS AND CONDITIONS

A) Qualified Retired Persons must obtain approval and adhere to the procedures cited by the Customs and Excise Department for the importation of all personal and household effects, and approved means of transportation.

B) Qualified Retired Persons shall not be engaged in gainful employment or have an investment that generates income in Belize.

C) Qualified Retired Persons must inform the Belize Tourism Board of any changes states on the application form, as soon as such changes occur. Failure to do so may result in revocation of an applicant's status.

D) Qualified Retired Persons must adhere to all existing Laws of Belize.

E) All benefits provided by this program apply exclusively to the Qualified Retired Persons and his or her approved dependents.

F) The Belize Tourism Board has the authority to carry out any investigation with respect to the validity of any documents provided by the applicant under this program.

G) Participants within this program must inform the Belize Tourism Board prior to leaving country indefinitely so that the assets purchased on this program can be liquidated.

H) All documents presented to the Belize Tourism Board becomes the property of the Board.

I) The Applicant shall not have pending criminal matters in any jurisdiction at the time of application.

J) Qualified Retired Persons must submit a yearly local financial statement showing compliance with the financial requirements of the program.

K) Qualified Retired Persons must spend an equivalent of thirty (30) consecutive days in Belize annually to maintain their status as a Qualified Retired Person.

L) A Belizean is not allowed to become a member of the Qualified Retirement Program.

M) Any fees collected during this application process are non-refundable.

9. DECLARATION

I declare that all information provided in this application is true, accurate and complete to the best of my knowledge. I have not withheld any information and understand any falsification is illegal and will disqualify my application. I agree with all the terms and conditions as pertain to the Belize Retirement Incentives (QRP) Program.

i. Applicant's Name (Print): _____

ii. Applicant's Signature: _____

iii. Date: _____

FOR OFFICIAL USE ONLY

✓	For Official Use Only	Date	Print Name Signature	Comments Actions
	Form received by BTB			
	Licensing Officer Check			
	Licensing Manager Recommendation			
	Registrar Approval			
	Immigration Approval			
	Database Update			
	Decision Feedback			

Application Fee Paid:

Date Paid:

Receipt No.:

Member Fee Paid:

Date Paid:

Receipt No.:

QRP Dependent Member Date:

QRP ID #:

Valid Year:

Control ID#:

PART B – DEPENDENT'S INFORMATION
(if applicable)

Application Type :

Complete Below if Renewal

New / Renewal

QRP ID: _____

Year of Last Renewal: _____

Years in QRP Program: _____

Required at Renewal**1. PERSONAL INFORMATION**

- A) Dependent's Name: FIRST NAME LAST NAME MIDDLE NAME
- B) Gender: Male/Female Age: _____
- C) Date of Birth: _____ Place of Birth: _____
- D) Passport Number: _____ Expiration Date: _____
- E) Place of Issue: _____ Nationality: _____
- F) Name of Member applying under: _____ Relationship: _____

***2. CONTACT INFORMATION**

- A) Local/Intended Address: _____ District: _____
- B) Overseas Address: _____ Country: _____
- C) Local Phone: _____ Local Cell Phone: _____
- D) International Phone: _____ Email Address: _____

3. EDUCATIONAL INFORMATION

A)

	Primary Education	Year Completion	of	
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	Secondary Education	Year of Completion	
	Tertiary Education	Year of Completion	
	Other:	Year of Completion	

B) Primary Language: _____ Secondary Language: _____

*4. REQUIRMENT CHECKLIST

Y- Mandatory			A-Mandatory if Applicable
✓	New	Renew	Requirements for Applicant
	Y	Y	Completed Application Form Signed and Dated
	Y		Birth Certificate
	Y		Original Police Record Official police record or certificate from last place of residency (not older than 6 months)
	Y	A	Passport Pages Copies of complete valid notarized/certified passport including all blank pages. Bio data, passport number, and page numbers must be clearly visible (required at renewal if passport is new)
	Y		Original Medical Certificate Certificate or report of complete medical examination including HIV test (not older than 3 months)
	Y	Y	Two (2) 2"x 2" Frontal Photos Recent notarized/certified photographs per Belize Immigration specs * See more specifications below
	Y	Y	Application Fee First time application fee of One Hundred and Fifty United States Dollars (USD \$150.00) or Renewal Fee of Twenty Five United States Dollars (BZD \$25.00)

* Photo Specification

1. White background photo must be in focus, with no red-eye and no reflected light on the face.
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5. No glasses, no shades.

NEW APPLICATION ONLY

Upon final approval of application, you will be contacted by BTB to make your final payment and submission of requested list of duty exemption items to be imported. The complete list of import items must first be approved by the BTB and Customs and excise Department before sending.

1. QRP Dependent Member Fee	-	USDS750.00
2. QRP Dependent Card Fee	-	USDS200.00
TOTAL for Designation	-	USDS950.00

5. TERMS AND CONDITIONS

A) Qualified Retired Persons must obtain approval and adhere to the procedures cited by the Customs and Excise Department for the importation of all personal and household effects, and approved means of transportation.

B) Qualified Retired Persons shall not be engaged in gainful employment or have an investment that generates income in Belize.

C) Qualified Retired Persons must inform the Belize Tourism Board of any changes stated on the application form, as soon as such changes occur. Failure to do so may result in revocation of an applicant's status.

D) Qualified Retired Persons must adhere to all existing Laws of Belize.

E) All benefits provided by this program apply exclusively to the Qualified Retired Persons and his or her approved dependents.

F) The Belize Tourism Board has the authority to carry out any investigation with respect to the validity of any documents provided by the applicant under this program.

G) Participants within this program must inform the Belize Tourism Board prior to leaving country indefinitely so that the assets purchased on this program can be liquidated.

H) All documents presented to the Belize Tourism Board become the property of the Board.

I) The applicant shall not have pending criminal matters in any jurisdiction at the time of application.

J) Qualified Retired Persons must submit a yearly local bank statement showing compliance with the financial requirements of the program.

K) Qualified Retired Persons must spend an equivalent of thirty (30) consecutive days in Belize annually to maintain their status as a Qualified Retired Person.

L) A Belizean is not allowed to become a member of the Qualified Retirement Program.

M) Any fees collected during the application process are non-refundable.

***6. DECLARATION**

I declare that all information provided in this application is true, accurate and complete to the best of my knowledge. I have not withheld any information and understand any falsification is illegal and will disqualify my application. I agree with all the terms and conditions as pertain to the Belize Retirement Incentives (QRP) Program.

i. Dependent's Name (Print): _____

ii. Dependent's Signature: _____

iii. Date: _____

FOR OFFICIAL USE ONLY

✓	For Official Use Only	Date	Print Name Signature	Comments Actions
	Form received by BTB			
	Licensing Officer Check			
	Licensing Manager Recommendation			
	Registrar Approval			
	Immigration Approval			
	Database Update			
	Decision Feedback			

Application Fee Paid:

Date Paid:

Receipt No.:

Member Fee Paid:

Date Paid:

Receipt No.:

QRP Dependent Member Date:

QRP ID #:

Valid Year:

Control ID#:

SCHEDULE 2

(Regulation 4(2))


APPLICATION FEES



Categories	Fee
First time Application	US\$150.00
Renewal Application	US\$25.00

SCHEDULE 3

(Regulation 8(2))

DESIGNATION AS A QUALIFIED RETIRED PERSON

GOVERNMENT OF BELIZE			
QUALIFIED RETIRED PERSON			
	Surname		
	Given Names		
	Date of Birth	Sex	Country of Birth
	Nationality	Date of Issue	
	Permit Number	Date of Expiry	
	QRP Number	QRP Status	QRP Retiree Ref
MINISTRY OF IMMIGRATION AND NATIONALITY			

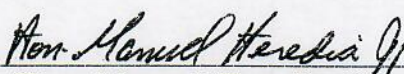
Permit No.	
	
	Director of Tourism
	Director of Immigration
Machine Readable Zone	

SCHEDULE 4

*(Regulation 9)**FEE FOR THE DESIGNATION AS A QUALIFIED RETIRED PERSON*

Category	Fee
Fee for the Designations as a Qualified Retired Person	US\$1200.00
Fee for Dependents of a Designated Qualified Retired Person	US\$950.00

MADE by the Minister responsible for tourism this 7th day of December, 2018.



Hon. Manuel Heredia Jr
Minister of Tourism and Civil Aviation
(Minister responsible for tourism)