

Form No.1 Companies

Request	Information for the Transparency and Ultimate Beneficial Owners Registry
Full Company Name	
Legal ID Number / Registration	
Date of Incorporation	
Place of Incorporation	
Exact Address	
Main Phone Number	
Secondary Phone Number	
Email for Notifications	
Website	
Main Economic Activity: (for Costa Rican companies, this must match the activity registered with the Tax Administration).	
Full Name and Qualifications of the Legal Representative: (Full name, marital status, profession, exact address, passport number).	
Email and Phone Number of the Legal Representative.	
Indicate if there are representatives or proxies who are Costa Rican nationals or residents with power of representation and authority to sign on behalf of the Costa Rican company.	
Full Name and Qualifications of the Special Attorney: (Full name, marital status, profession, exact address, passport number). Only in cases where the Legal Representative will not submit the sworn declaration and instead a Special Attorney will present it.	
Indicate if the Legal Representative or Attorney has a Digital Signature.	
Registered Capital	
Issued Participations (i.e., shares, quotas).	
Value of the Issued Participations (i.e., shares, quotas).	
Number of Participations (i.e., shares, quotas, etc.) in Treasury (if any).	

Form No.1 Companies

Information of the Shareholder / Beneficiary

Full Name	
Passport Number (for individuals) / Legal ID or Registration Number (for legal entities).	
Place of Incorporation / Place of Birth (for individuals).	
Nationality (for individuals).	
Exact Address	
Phone Number	
Email for Notifications	
Main Economic Activity: (if a Costa Rican company, this must match the activity registered with the Tax Administration).	
Indicate if there is a National Registry of Beneficial Owners (managed by the Government) in the jurisdiction where the entity is registered:	
Percentage of Participation or Type of Control (direct/indirect) exercised by the Shareholder / Beneficiary.	
Number of Participations (i.e., shares, quotas, etc.) owned by the Shareholder / Beneficiary.	
Nominal Value Per Unit and Currency of the Participation (i.e., share, quota, etc.).	
Number of Voting Rights	
Clarify if the Shareholder / Beneficiary has any political or economic rights, direct or indirect, over the Costa Rican company granted by either bylaws, shareholder agreements, or any other provision.	
Clarify if the Shareholder / Beneficiary has the authority to appoint directors, attorneys, or representatives in the Costa Rican company.	
Indicate if the Participation is subject to any encumbrance, limitation, or condition (i.e., usufruct, pledge, trust, co-ownership, etc.).	
Date of Acquisition of the Participation (i.e., shares, quotas) by the Shareholder / Beneficiary.	

Note: All information contained in this form must be supported by an official certification issued by the authorities of the country where the company was incorporated and is domiciled. All foreign-issued documents must be notarized, apostilled, and translated into Spanish when issued in another language.