

## Competent Authority

### LICENCE APPLICATION FORM

This form should be used by individuals or entities seeking a licence from the [Competent Authority](#) to allow an activity or transaction to take place that would otherwise be prohibited under International Sanctions.

This form should be used for licence applications relating to International Sanctions as defined under the [Sanctions Act 2019](#) (the “Sanctions Act”). Completed application forms should be submitted to: [sanctions.licence@gibraltar.gov.gi](mailto:sanctions.licence@gibraltar.gov.gi).

Licence applications can be legally and/or commercially complex, and in certain circumstances require clearance or prior notification internationally (e.g. at United Nations (UN) level). Accordingly, **you should apply at least four weeks before a licence is needed and preferably even further in advance** if practicable. You may wish to consider taking independent legal advice before applying for a licence.

The [Chief Minister] can only issue a licence where there are legal grounds to do so. These grounds are set out in the regime specific legislation (e.g. the Russia (Ukraine 2022) sanctions regime there is the UK Russia (Sanctions) (EU Exit) Regulations 2019 or the EU Regulation (EU) No 833/2014). Applicants can also consult the [Competent Authority’s] general guidance, the UK [Office of Financial Sanctions Implementation](#) (“OFSI”) regime specific statutory guidance and OFSI general guidance. In each application, consideration should be given to the grounds on which the licence is sought, and reference should be made to the relevant licensing ground as set out in the relevant international legislation. Applications which are incomplete or do not fully consider the licensing grounds will be returned with a request that the relevant licensing ground be set out.

Before you submit your application, you should consult [Gibraltar Financial Intelligence Unit](#) (“GFIU”) page to ensure that there are no extant General Licences which might apply to your application.

Where referencing 'trusts' in this application form this means 'trusts or similar arrangements' and where referencing 'beneficiaries/settlors/trustees' we also mean persons who hold similar positions in similar arrangements.

## 1. UNDER WHICH INTERNATIONAL SANCTIONS REGIME IS THE LICENCE SOUGHT?

<b>Name of specific regime made under the Sanctions Act 2019 in respect of which a licence is sought</b> (For example the UK Russia (Sanctions) (EU Exit) Regulations 2019).
<b>URGENCY</b> Please provide any details that may help us determine the urgency of the case (the Competent Authority will prioritise urgent and humanitarian cases, i.e. cases that involve a risk of harm or a threat to life).
<b>Are there any deadlines associated with this application?</b> If so, please indicate what they are and what the consequences of missing these deadlines will be. The Competent Authority will take these into consideration but may not always be able to provide a response in advance.
<b>Any other relevant information?</b>

## 2. DETAILS OF THE APPLICANT

<b>Date of application</b>	
<b>Name of applicant</b> (Individual / Company Name etc.)	
<b>Are you/is your company a “designated person” (that is, subject to an asset freeze), or owned or controlled by a designated person?</b>	
YES	NO
<b>If “Yes”, please provide details:</b>	
Nature of business	
Address	
Contact Name	
Telephone number	
Email address	
<b>If you/your company are not a “designated person”, please indicate what your involvement is with the proposed activity for which you are seeking a licence.</b>	
Contact on behalf of a Designated Person	
Contact and no designated person	
<b>If you/ your company are not a “designated person”, please provide the details of any designated persons involved in this application.</b>	

<p><b>Is your application for a new licence or an amendment to an existing licence?</b> If your application is for an amendment to an existing licence, please also provide the licence number and attach a copy to your application.</p>
<p><b>Any other relevant information?</b></p>

### 3. THE LICENCE SOUGHT

<p><b>Does your application relate to the provision of trust services or similar arrangements prohibited under International Sanctions?</b> Tick as appropriate. Where referencing 'trusts' this means 'trusts or similar arrangements' and where referencing 'beneficiaries/settlors/trustees' we also mean persons who hold similar positions in similar arrangements.</p>	<p>No (If no, please complete Parts 3.1, 4-7, 8)</p>
	<p>Yes (If yes, please complete Parts 3.2, 4, 7-8)</p>

<p><b>Part 3.1 - For applications not involving trust services</b></p>	
<p><b>Licence required to release frozen funds or economic resources, or make them available, directly or indirectly, to or for the benefit of a designated person, to meet:</b></p>	
<p><b>PLEASE TICK WHICHEVER APPLIES</b></p>	
<p><b>Applicants should consider whether the derogation is (i) applicable under the regime for which they are applying and in relation to the proposed transaction(s) and (ii) applicable to UN designated persons.</b></p>	
Basic needs of the designated individual or their dependent family members	
Basic needs of the designated entity	
Reasonable professional fees for the provision of legal services and/or reasonable expenses associated with the provision of legal services	
Reasonable fees or reasonable service charges arising from the routine holding or maintenance of frozen funds or economic resources	
Extraordinary expenses of a designated person	
Extraordinary situations	
Humanitarian assistance activity	
Diplomatic missions etc.	
Obligations of a designated person (whether arising under a contract, agreement or otherwise)	
The implementation or satisfaction of a judicial, administrative or arbitral decision or lien	
Other (please specify)	
<p><b>Have you consulted the General Licences to identify whether your transaction is permitted under an existing General Licence?</b> Tick as appropriate).</p>	
Yes – there is no active General Licence applicable	
Yes – there is an active General Licence which might apply/applies to part of the transaction (please also provide an explanation)	
No – I have not consulted active General Licences	

**Specify the legal basis for licensing – i.e. the relevant provision in the applicable international sanction regime e.g. for UK Russia Sanctions it's the UK Russia (Sanctions) (EU Exit) Regulations 2019**

**Please give the number(s) of any licence(s) already received by the applicant.**

### Part 3.2 - For applications involving the provision of trust services

**Licence required to provide trust services to a Designated Person or a Person Connected With Russia:**

**PLEASE TICK WHICHEVER APPLIES**

**Applicants should consider whether the derogation is applicable in relation to the proposed activity.**

Extraordinary situations

Humanitarian assistance activity

Medical goods or services

Food

Diplomatic missions etc.

Safety and soundness of a firm

Financial regulation

Financial stability

Unauthorised unit trust schemes

**Specify the legal basis for licensing – i.e. the relevant provision in the applicable international sanction regime e.g. UK Russia (Sanctions) (EU Exit) Regulations 2019**

**Please give the number(s) of any licence(s) already received by the applicant.**

**Is your application for a new licence or an amendment to an existing licence?**

If your application is for an amendment to an existing licence, please also provide the licence number and attach a copy to your application.

## 4. OVERVIEW

**Set out the details of the transaction(s) to be licensed or the direction to be issued and your connection to it. What is the prohibited act that the licence is for?**

**Explain the Gibraltar nexus to your application.**

If the Gibraltar nexus of your application relates to an entity you believe is owned or controlled by a Designated Person, please outline why that entity satisfies the conditions of the meaning of “owned or controlled directly or indirectly” as set out in the relevant international sanctions regime.

Any other relevant information?

## 5. DETAILS OF THE TRANSACTIONS(S) CONCERNED

Date of contract.	
Date of the intended transaction(s).	
Description of funds, goods or services to be supplied or obtained.	
Are the goods or services for humanitarian assistance activity (e.g. delivering or facilitating the delivery of assistance, including medical supplies, food, the provision of electricity, or other humanitarian purposes)?	
YES	NO
If “Yes”, please explain the humanitarian purpose fully	
Value of the goods or services to be supplied or obtained.	
Names of the parties to the contract:	
Seller / supplier	
Buyer / customer	
Agent / broker / another intermediary	
As far as you are aware, is the end user different from the contract customer?	
YES	NO
If “Yes”, please provide details of the end user (if known)	
As far as you are aware, is the end user owned or controlled by a designated person?	
YES	NO
If “Yes”, please provide details of the ownership or control	

<b>Do you know or have reasonable suspicion that the funds, goods or services will be used by a designated person, or by a person acting on their behalf or at their direction, or by entities owned or controlled by them?</b>	
YES	NO
If "Yes", who is the individual or entity?	
Dates of any transactions or shipments already made.	
Dates of any future transactions or shipments.	
Any other relevant information?	

**6. BANKING DETAILS (FOR LICENCES SOUGHT UNDER AN ASSET FREEZE)**

Method of payment (e.g. cash, cheque, bank transfer, confirmed or unconfirmed letter of credit, or other method).	
The banks (including correspondent, intermediary and confirming banks, if applicable) through which payment will be made. Please include details such as account numbers.	
Amount or approximate amount	
Correspondent bank	
Intermediary bank	
Confirming or advisory bank	
Are payment instructions / funds available for this payment?	
YES	NO
Any other relevant information?	

**7. TRUST DETAILS (FOR LICENCES SOUGHT UNDER THE RUSSIA REGIME IN RELATION TO TRUST SERVICES)**

Trust location and Registered Office/business address/ correspondence address/ administrative address, and which type of location applies.	
Persons operating or managing the trust. Please include their name(s) and address(es). The participants to the trust. (Include names, addresses and bank account details where applicable and indicate when the participant became a party to the trust).	
Beneficiaries	
Trustees	
Settlers	

Protectors	
Any other relevant persons (include name(s), address(es) and an overview of how they are connected)	
<b>Type of trust.</b>	
<b>Purpose of the trust.</b>	
<b>Value and type of assets held in the trust.</b>	
<b>Date the trust was set up and any pre-determined end dates.</b>	

## 8. FURTHER DETAILS

<b>Please provide any additional background information or explanation that would help [the Competent Authority] consider your application.</b>

You must provide evidence to support an application and demonstrate that all criteria of the relevant licensing ground (where applicable) have been met. Please provide below a list and an explanation of your supporting evidence.

Document name	Explanation of document/relevance to application



## NOTES

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The form comprises the following sections:

1. Asks for the name of the regime under which the licence is sought – this will be the regime under which (international) sanctions otherwise apply. You should refer to any special factors affecting the urgency of your application here.
2. Asks for the details of the person on whose behalf the licence is sought and of a person to contact (who should be familiar with the transaction involved).
3. Is about the licence sought – the type of licence sought. Please note that [the Chief Minister/ Competent Authority] can only issue a licence if there is a legal basis to do so, which are set out in the regime specific legislation, and that if any licence is to be issued, such a licence cannot exceed the extent of the derogation permitted under the terms of the international sanction to which the licence relates (as per section 10(3) of the Sanctions Act 2019). The regime specific legislation would be, for instance, the UK Russia (Sanctions) (EU Exit) Regulations 2019 and/or Regulation (EU) No 833/2014 as amended for the Russia (Ukraine 2022) sanctions, or indeed any other international sanction listed in section 6 of the Sanctions Act 2019, whichever is applicable.
4. Is about the transaction or activity involved. Please make it clear if a payment is a one-off or if it will be repeated. If regular or repeat payments are involved, please explain how often those payments will be made.
5. As per 4.
6. Is about the banking details of the transaction. Full and accurate transaction details are required.
7. Is about a licence sought under the prohibitions against providing trust services under regulation 18C of the UK Russia (Sanctions) (EU Exit) Regulations 2019.
8. Provides the applicant with an opportunity to add any additional background. You should also attach and list any additional documents you are sending that will make it easier for [the Competent Authority] to understand the application. For example, where a licence is sought on the basis that a contract was entered into before sanctions were imposed it is essential to provide a copy of that contract.

**His Majesty's Government of Gibraltar**

No. 6 Convent Place

Gibraltar

[sanctions.licence@gibraltar.gov.gi](mailto:sanctions.licence@gibraltar.gov.gi)