

**SCHEDULE 3**

**FORM ECSRC - MC**

***Disclosure of Material Information***

Date of Report 9<sup>th</sup> SEPTEMBER 2016

**THE BANK OF NEVIS LIMITED**

(Exact name of reporting issuer as specified in its charter)

Territory and date of Incorporation CHARLESTOWN, NEVIS; 29<sup>th</sup> AUGUST 2016

Issuer Registration Number: BON290885KN

**MAIN STREET, CHARLESTOWN, NEVIS**

(Address of principal office)

Reporting issuer's:

Telephone number (including area code): 1-869-469-5564

Fax number: 1-869-469-5798

Email address: INFO@THEBANKOFNEVIS.COM

(Former name or former address, if changed since last report)

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Set out all relevant information relating to material change(s) in the company.

At a meeting of the Board of Directors held on 31<sup>st</sup> August 2016, it was resolved that:

***Ms. Kelva Merchant be removed as Corporate Secretary of The Bank of Nevis Limited (BON) and Mrs. Cindy Herbert be appointed in her stead, effective 31<sup>st</sup> August 2016.***

**SIGNATURES**

A Director and the Chief Executive Officer or Corporate Secretary shall sign the Disclosure of Material Information Report on behalf of the company. By so doing each certifies that he has made diligent efforts to verify the material accuracy and completeness of the information herein contained.

Name of Chief Executive Officer/Corporate Secretary:

Name of Director:

**L. EVERETTE MARTIN**

**KEVIN HUGGINS**

SIGNED AND CERTIFIED

SIGNED AND CERTIFIED

Signature

Signature

**9<sup>TH</sup> SEPTEMBER 2016**

**9<sup>TH</sup> SEPTEMBER 2016**

Date

Date

**BIOGRAPHICAL DATA FORMS**

**EXECUTIVE OFFICERS AND OTHER KEY PERSONNEL OF THE COMPANY**

Name: \_\_CINDY HERBERT\_\_

Position: GENERAL COUNSEL &  
CORPORATE SECRETARY

Age: \_\_33\_\_

Mailing Address: \_\_\_\_\_RAMSBURY SITE, CHARLESTOWN, NEVIS\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone No.: 1-869-469-5564

List jobs held during past five years (including names of employers and dates of employment).  
Give brief description of **current** responsibilities.

JHT LAW FIRM- JULY 2011 TO JULY 2016  
THE BANK OF NEVIS LIMITED- AUGUST 2016 TO PRESENT

CURRENT RESPONSIBILITIES

PREPARING & VETTING CONTRACTS, DEEDS, MORTGAGES AND OTHER LEGAL DOCUMENTS  
PROVISION OF CORPORATE SECRETARIAL SERVICES  
PROVIDING LEGAL ADVICE  
CIVIL LITIGATION- DEBT COLLECTION & OTHER RELATED MATTERS

Education (degrees or other academic qualifications, schools attended, and dates):

MASTERS OF LAW- LLM- UNIVERSITY OF LONDON DISTANCE- 2015  
POST GRADUATE DIPLOMA-LAW- UNIVERSITY OF LONDON DISTANCE- 2014  
POST GRADUATE CERTIFICATE-LAW- UNIVERSITY OF LONDON DISTANCE-2013  
LEGAL EDUCATION CERTIFICATE- LAW- HUGH WOODING LAW SCHOOL- 2008  
BACHELORS OF LAW- UNIVERSITY OF THE WEST INDIES- 2006

Also a Director of the company      Yes      No

If retained on a part time basis, indicate amount of time to be spent dealing with company matters:

N/A

*Use additional sheets if necessary.*