

Statement on the location of the accounting records, name, address and contact information of the person responsible for their custody corresponding to:

Name of the Entity: _____

Fiscal period: _____

The undersigned _____, _____ and _____, _____ of _____, entity duly organized and constituted in accordance with the laws of the Republic of Panama, registered in the Public Registry of Panama, Folio No. _____ (hereinafter the entity), in compliance with the provisions of Law No. 52 of October 27, 2016, its modification through Act 254 of November 11, 2021 and its regulation through the Executive Decree 177 of April 30, 2024 declare the following to the resident agent of the entity.

1. The contact details of the entity are the following:

Please be advised that the contact details for the entity are not those of the resident agent.

Phone number of the entity or responsible person: _____

Email address of the entity or responsible person: _____

Complete address where the entity operates. If not operational, provide the address of the responsible person:

2. The address, name, and contact information of the person who maintains the accounting records and supporting documentation is as follows:

Name of individual: _____

Physical address: _____

Telephone: _____

Email: _____

3. We acknowledge the requirement to provide the resident agent, annually by April 30, with the Sworn Statements or financial statements and/or summary of the financial position, as appropriate, in accordance with the classification of legal persons established in Executive Decree 177 of 2024 that regulates Law 52 of 2016 as amended by Law 254 of 2021 relating to the financial period that ended on December 31 of the immediately preceding year.

4. We agree and undertake to annually provide in writing to the resident agent the name and contact details of the person who keeps the accounting records and supporting documentation in their custody and the physical address where these are kept, in accordance with the requirements of Article 1 of Law 52 of 2016, as amended by Law 254 of 2021.
5. We understand and accept that if there is a change in the person who maintains the accounting records and supporting documentation in their custody, we will immediately inform, in writing, the resident agent, the name and contact information of the new person who maintains the records. accounting records and supporting documentation in their custody and the physical address where they are kept. We declare that the resident agent is exempt from all responsibility derived from reporting erroneous, false or inaccurate information to the competent authorities; in which case, the resident agent will not be responsible for such circumstances.
6. We understand and accept that the entity must maintain accounting records and supporting documentation for a period of no less than FIVE (5) years, counted from the last day of the calendar year in which the transactions for which they apply were generated. these accounting records, and we undertake to update the physical address where the accounting records and supporting documentation are kept, as well as the name, address and contact information of the person responsible for their custody.
7. We accept that failure to deliver the accounting records entails financial penalties for the entity and the resident agent, taking into account the seriousness of the offense, the recurrence and the magnitude of the damage; at the same time as the suspension of corporate rights and consequently, the forced administrative liquidation of the entity by the authority. We declare that the resident agent is exempt from all liability arising from failure to deliver the accounting records.

We agree that the resident agent reserves the right to resign from his position in the event of the breach of any of the commitments contained in this statement.

Date: _____ of _____, 20____.

Signature

Signature

Signature

Name

Name

Name

Position

Position

Position