



**APPLICATION FOR PERMISSION TO USE THE CAYMAN ISLANDS COAT OF ARMS,
FLAG AND NATIONAL SONG**

In accordance with the Coat of Arms, Flag and National Song Law (2005 Revision) and its Regulations.

CHECKLIST/NOTES TO APPLICANT

1. The letter from the applicant must be delivered to:

Chief of Protocol
Protocol Office
Government Administration Building
Box 105, 133 Elgin Avenue
Grand Cayman, KY1-9000

Or:

Email: nationalsymbols@gov.ky

2. All requests must be in writing and in English.
3. The full postal and business address of the Applicant must be stated, including e-mail and telephone contact numbers.
4. The Applicant must be Caymanian/Permanent Resident.
5. If the applicant is applying on behalf of a business, a copy of the current Trade and Business License is required.
6. If the applicant is applying on behalf of a registered non-for profit organisation, proof of registration is required.

7. If the request is for the Coat of Arms or Flag, then a digital mock-up showing the intended use should be submitted to support the cover letter.
8. If the request is for recording of the National Song for commercial purposes, a recorded version must be submitted with the cover letter.
9. If the use of the Coat of Arm or Flag is intended for sale, a fee of \$500.00 per annum is payable to the Cayman Islands Government with respect to such use and must continue to be paid on an annual basis.
10. If the use of the Coat of Arms or Flag is for promotional purposes in connection with a trade, business, calling or profession, the fee payable is \$250.00 per annum. If applicable, the fee must be paid on an annual basis.
11. If the use of the Coat of Arms, National Flag or National Song is sought in relation to a registered non-profit organisation, the prescribed fee is waived.
12. Applications will be processed as quickly as possible and a decision will be sent to the applicant [by either the post office or e-mail]. Applicants are advised that under current legislation, permission is granted by the Governor-in-Cabinet.
13. Once an application has been approved, the applicant will be given 7 days, from the date of the notification letter, to pay the prescribed fee before the formal reproduction or recording can commence.

October 2019