



ST. CROIX 116 King Street, Frederiksted, VI 00840
(340) 773-6499 FAX (340) 773-7701

ST. THOMAS 8000 Nisky Shopping Center, Suite 620, St. Thomas, VI 00802
(340) 714-1700 FAX (340) 777-1103

www.USVIEDA.org

August 20, 2018

Via Electronic Mail

Cecile de Jongh
Manager
Southern Trust Company, Inc
6100 Red Hook Quarter, B3
St. Thomas, VI 00802 - 1348

Re: COMPLIANCE REVIEW

Dear Mrs. de Jongh,

The Virgin Islands Economic Development Commission has commenced a compliance review of Southern Trust Company, Inc, for the period; January 1, 2013 to December 31, 2016.

We are therefore requesting the following documents to substantiate compliance with the certificate of tax incentives:

- o 2013 – 2016 Fixed Asset schedule
- o Name of employee(s) participating or participated in the management training program
- o Name of employee(s) who received tuition reimbursement, employee training, professional training.
- o Name of employee(s) given time off to participate in and represent the Virgin Islands at athletic and sporting events.

Timely submission of the requested information will expedite the completion of the compliance review but does not preclude requests for additional information. Please note the requested information may be sent to this office under separate covers no later than August 29, 2018.

Should you have questions or require assistance, you may contact me via e-mail or at (340) 714-1700 ext. 240.

Sincerely,

Sandra Bess
Compliance Officer

cc: Claude S. M. Gerard – Director of Compliance - VIEDC