Compliance Questionnaire - Individuals

DUE DILIGENCE REQUIREMENTS

In accordance with the applicable anti-money laundering legislation and regulations, we required to conduct due diligence. Persons who have reason to believe that we already have the required documentation may be eligible for a simplified procedure. If you think this may apply to you, please check with us for further guidance.

Please complete, sign and date this form and return it to us. The form is interactive which means that you can complete it on-screen and click on links, but it can also be printed and completed by hand. You must return this to us along with the required documentation.

DOCUMENTS YOU WILL NEED TO PROVIDE

Proof of Identity: A legible certified copy of a valid government issued photo identification documentation showing the individual's photo and signature (eg passport, identity card or driving license).	☐ Yes
Proof of Address: A legible copy of a document verifying your residential address dated within three (3) months of the date you send the documents to us (utility bill or bank statement)	☐ Yes

ADDITIONAL DOCUMENTATION

We reserve the right to make appropriate and reasonable requests for additional information as required. From time to time, it will be necessary for us to request additional documentation to be able to perform an enhanced due diligence procedure. Professional references, a curriculum vitae or a declaration of source of wealth are examples of such documentation.

CERTIFICATION INFORMATION

To help ensure that your documents will meet the requirements, you may find our document certification cover letter useful. The template is easy to use and you can find it here

A certifier needs to be in good standing and subject to enforced standards of professional conduct (like a lawyer or an accountant).

If you would like to know more about our due diligence procedures, please contact us.

COMPLIANCE INFORMATION			
Surname			
First Name		Middle name(s)	
Former names or aliases			
Date of birth	*(DD/MM/YYYY)*		
Country of birth			
Country/ies of citizenship *(please list all that may apply)*			
Country/ies of tax residence *(please list all that may apply)*			
Tax Identification Number (TIN)			
Email Address(es) (please list all if multiple)			
Telephone number/s *(please include country prefix)*			
Occupation & Employer *(as applicable)*			
Source of Wealth Details: Applicable to shareholders and beneficial owners only. *(Please provide a detailed description.)* If you require more information on this, click here			

Source of funds (information on a particular transaction should also be added here) For appropriate support documentation please click here		
Principal residential address	Address 1	
	Address 2	
	City	County/State
	Country	Post/Zip code

POLITICALLY EXPOSED PERSONS		
Are you or have you been entrusted with public functions in any country?(including but not limited to government, judiciary, military, executive of state owned corporations, political party official)	☐ Yes	☐ No
Are you related to or associated with an individual who is or has been entrusted with public functions in any country?	☐ Yes	☐ No
If you answered yes to any of the above questions, please provide details below		

HAVE YOU EVER BEEN CONVICTED OR ARE THERE ANY CHARGES OR INVESTIGATION PROCEDURES PENDING AGAINST YOU FOR ANY OF THE FOLLOWING:		
For offences or violations that involve deceit or fraud or bribery or corruption or forgery or tax evasion?	☐ Yes	☐ No
For offences or violations that involve the manipulation of the stock market price of a financial instrument which was subject to trading on a regulated market, or in an equivalent market of a third country?	☐ Yes	☐ No
For any other action that is punishable by a prison sentence?	☐ Yes	☐ No
For offences or violations that involve the use of confidential - privileged information?	☐ Yes	☐ No
For offences or violations concerning money laundering activities?	☐ Yes	☐ No

Have you ever been declared bankrupt?	☐ Yes	☐ No
Have you ever been convicted of any other offences?	☐ Yes	☐ No
Has there ever been a situation where you and/or anyone relayed to the company had reason to believe that there may be legal and/or tax issues, in connection with this structure and the laws and institutions of any jurisdiction.	☐ Yes	☐ No

DECLARATION AND UNDERTAKING

I declare that the information provided in this form is, to the best of my knowledge and belief, accurate and complete. I undertake to advise you promptly of any change in circumstance, which may cause any of the above provided particulars to be inaccurate or incomplete.

I further declare that

1. The source of funds that I will be paying or depositing to you derives from the source stated above;
2. The funds and my personal/ corporate wealth does not derive from any illegal or illicit activities; and
3. That I am not a sanctioned individual nor am I associated with a sanctioned entity.
4. That all the information provided to you is true fair and accurate; and that you will promptly inform you in the event that there is a change of circumstances.

Signature	
Date	