

*Know Your Client Form*

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# **INTERNATIONAL BUSINESS**



# 1. Company Name / Proposed Company Name:

*(Company name will be confirmed upon receipt of reservation from Registrar of Companies)*

# 2. Contact Details to be held internally at KSi Malta:

Date of first contact:

**MEANS OF CONTACT:**

KS Malta's contact person/s and designation/s:

Face-to-face meeting

Emails

Conference Call

Others Specify

# 3. Client Data: *(All fields to be duly filled in)*

**LEGAL PERSONALITY:**

**REGISTRATION DETAILS** *-(to be populated only in cases or existing companies)*

Individual / Sole Trader  
*(in this cases only fill fields that are applicable)*

Registration Number:

Company

Registration Date:

Trust

Registered Partnership

Country of Registration / Incorporation:

Other:

Initial Share Capital (€):

**CONTACT DETAILS:**

Registered Address:

Contact No:

Email:

Tax identification No:

Country of Tax Residency:

\_\_\_\_\_ Applicants Legal Representative/s Initial/s

VAT Registration No *(if applicable):*



## 4. Due Diligence Documentation:

*(All documentation below to be provided by client but verified and marked internally)*

**NB: Documentation below needs to be provided by client for 1) the Parent company and any Corporate Shareholders within the structures with a minimum of 10% ownership 2) all directors 3) all shareholders with 10% ownership or more**

### FOR COMPANIES - PARENT COMPANY AND CORPORATE SHAREHOLDERS:

Certificate of Registration	<i>Memorandum and Articles (or relevant document)</i>
Certificate of Incumbency <i>(if applicable)</i>	<i>Company Structure Chart (to be compiled on page 2)</i>
Share Certificate <i>(if applicable)</i>	VAT Certificate (if held) and/or confirmation via VIES website ( <a href="http://ec.europa.eu/taxation_customs/vies/">http://ec.europa.eu/taxation_customs/vies/</a> )

### FOR INDIVIDUALS – DIRECTORS AND / OR SHAREHOLDERS:

Passport/s	<i>Bank Reference/s</i>
Curriculum Vitae	Professional Reference/s
<i>Documentation to verify address - utility bill/bank statement</i>	Others

## 5. Company Structure Chart:

*(involving all corporate and individual shareholders)*

\_\_\_\_\_ Applicants Legal Representative/s Initial/s



## 6. Nature of Business / Activity:

*(please include a description of the line of business and activities undertaken)*

## 7. Involvements:

*(any company acting as corporate shareholder within the structure, is to be listed first—all details must be filled)*

**Full Name** *(as per Identification document / Memos and Articles)*

**Director / Shareholder, Company Secretary or Name of Company**

**Residential / Registered Address** *(as per Identification document / Memos and Articles)*

**ID / Passport or Comp Reg No**

**Date of Birth or Reg Date**

**Tax Identification Number (TIN)**

**Full Name** *(as per Identification document / Memos and Articles)*

**Director / Shareholder, Company Secretary or Name of Company**

**Residential / Registered Address** *(as per Identification document / Memos and Articles)*

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\_\_\_\_\_ Applicants Legal Representative/s Initial/s



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\_\_\_\_\_ Applicants Legal Representative/s Initial/s



**8. Jurisdictions traded with:**

*(include country of registration, domiciled and any countries / jurisdictions with any trading activity)*

**9. Expected Business Turnover for the next 12 months:**

**10. Top 3 suppliers and top 3 customers:**

<b>Supplier 1</b>	<b>Supplier 2</b>	<b>Supplier 3</b>
<b>Customer 1</b>	<b>Customer 2</b>	<b>Customer 3</b>

**11. Services required:**

*(Purpose of relationship with KSi Malta)*

**12. Source of Funds:**

*(Refers to the activity, event or business that generates any funds exchanged with the KSi Malta)*

\_\_\_\_\_ Applicants Legal Representative/s Initial/s



### 13. Source of Wealth

*(Refers to the activity which generates the origin of the applicant / company total overall net worth ie. assets, properties, investments, etc)*

### 14. Politically Exposed Person (PEP)

*(a PEP means a person who occupies or occupied a prominent public figure function, immediate family members and close business associates of such persons)*

**IS THERE ANY PEP INVOLVEMENT IN THE BUSINESS RELATIONSHIP?** **YES**    **NO**  
*(if affirmative, please specify name, political exposure and designation held)*

### 15. To be completed for companies only:

**WILL KSi BE REQUIRED TO ACT AS A:**

Director	<b>YES</b>	<b>NO</b>
Company Secretary	<b>YES</b>	<b>NO</b>
Signatory on bank account	<b>YES</b>	<b>NO</b>
Will a bank account be required?	<b>YES</b>	<b>NO</b>

**Advisor Name:**

Position:

Date:

Signature:

**Client Representative Name:**

Position:

Date:

\_\_\_\_\_ Applicants Legal Representative/s Initial/s

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**Morison KSi**  
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