



WALTERS + KOCH
HONG KONG
LIMITED

Know Your Customer (KYC) Form – Companies

The purpose of this KYC Form is to assist **WALTERS AND KOCH HONG KONG LTD** to comply with its obligations under applicable anti-money laundering (AML) and counterterrorism financing laws and regulations.

This Information Request Form must be completed by the potential customer (“**Customer**”) in English and submitted and **WALTERS AND KOCH HONG KONG LTD** reserves the right to require additional information or clarification on information provided. KYC Forms which are incomplete in any respect or not submitted with the required documents will be rejected.

Any agreement entered into between **WALTERS AND KOCH HONG KONG LTD** and Customer, or any obligation to provide any services thereunder, is conditioned upon the submission of an Information Request Form which has been completed to the satisfaction of **WALTERS AND KOCH HONG KONG LTD**, and to WALTERS + KOCH’s approval of the Customer at its sole discretion. **WALTERS AND KOCH HONG KONG LTD** is under no obligation to provide reasons for the rejection of a Customer.

Part I: Customer Information

Company Name			
Entity Type	Publicly Listed Company Sole Proprietorship Limited Company Trust Protected Cell Company Other (please specify):		
Date of Incorporation		Country of Incorporation	
Principal Business Address			
Nature of business			
Other countries in which business is transacted			

Part II: Key Persons

Primary Contact Person		
Name	Position	Nationality(ies)

Shareholders – Please continue on a separate page if necessary		
Shareholder’s Name	Ownership %	Nationality(ies)

Principal Officers – e.g Directors; CEO; CFO; etc. WALTERS AND KOCH (PTY) LTD reserves the right to request passport copies of principal officers		
Officer's Name	Role	Nationality(ies)

Part III: Politically Exposed Persons

If any of the Company's directors, partners or officers is a Politically Exposed Person, please provide the following:

- Source of wealth or funds of relevant Politically Exposed Person.
- Bank statement of relevant Politically Exposed Person.

Part IV: Company Structure and Internal Compliance

Does your company have written Know Your Customer (KYC) procedures?	Yes	No
Does your company have written anti-money laundering (AML) procedures?	Yes	No

Part V: Supporting Documentation

Please attach all specified documents:

- Business Registration Certificate
- Certificate of Incorporation
- Memorandum and Articles of Association
- Certificate of Incumbency / Good Standing
- Company organization chart
- List/Register of Directors and Shareholders or Statutory filing documents (such as Annual Return) showing all the current Directors and Shareholders
- Copy of valid passport for all Shareholders with a greater than 5% stake
- Copy of valid passport of Primary Contact Person

Part VI: Declaration

Customer, hereby irrevocably and unconditionally represents that the information provided in this Information Request Form is true, accurate and complete. Customer also agrees that if requested to do so by WALTERS AND KOCH HONG KONG LTD, it will provide such further information and/or documents as **WALTERS AND KOCH HONG KONG LTD** may need to verify the above information.

Signature of Customer:	
Printed Name:	
Title:	
Date:	