**“know your customer” (KYC) questionnaire**

**Document Reference FINEXTRA-KYC**

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Your company wishes to hold an account with Finextra Oy. As a member of the Association of Issuing Bodies, Finextra Oy is bound to comply with AIB rules and is committed to comply with relevant sanctions and “Know your Customer” regulations and requirements. Thus, in order to complete our appraisal concerning your application, we kindly ask you to answer the following questions about your company. Please note that Finextra Oy can decide not to proceed with the admission process depending on the answers given in this questionnaire.

To simplify access to their respective markets, all AIB members are cooperating in the admission process, and all questionnaires are made available to all other AIB members in order to share information.

# GENERAL INFORMATION

|  |  |
| --- | --- |
| **Corporate name (according to company register)** |  |
| **Organisation number on national company register** |  |
| **Date of Company registration** |  |
| **Trading name(s) (if trading under a different name than the corporate name)** |  |
| **Address of registration** |  |
| **Phone (switchboard)** |  |
| **Web site** |  |

# SUPPORTING DOCUMENTS

## Please provide an extract of your company from trade registrar (original document and, if not Finnish or Swedish, a translation in English)

## Please provide passports (For Finnish citizens and EU citizens official identity card alternatively acceptable.) of authorized representatives (de facto signing the relevant documents).

# IDENTITY

## What is your company type?

## Please indicate in which countries your company is active.

## Please describe the main business of your company.

## Please provide the name, address, date of birth and nationality of your General Manager?

## Please provide the names, addresses, dates of birth and nationalities of your Board Members, authorized representatives (de facto signing the relevant documents) and beneficial owners, where applicable.

## Please give an overview of your shareholder structure (indicate their respective shares if >25%).

## Please indicate name and domicile of your commercial bank.

# YOUR MOTIVATIONS

## Why does your company want to be a member of our market?

## Will your activity on Finextra Oy´s Registry be occasional, seasonal or permanent?

## Is your company active on any other certificate registries? If yes, which ones? Since when (the dates of opening account for each)?

# COMPLIANCE WITH SANCTIONS

## Are your company compliant with nationally and internationally imposed sanctions and applicable sanction regulations (Sanctions imposed by e.g. Finland, the European Union, His Majesty Treasury/United Kingdom, Department of Treasury (OFAC-list)/United States or United Nations Security Council)? If, yes please confirm compliance. If not, please indicate any incompliances.

# OTHER

## Please make any other comments that you feel to be relevant to your application.

I recognise that Finextra Oy, as a member of the Association of Issuing Bodies is bound to comply with Anti-Money Laundering Regulations and “Know your Customer” regulations and requirements.

I also recognise that this questionnaire (excluding attachments) may be made available to all other AIB members.

I declare in good faith that all information, answers and documents provided with this questionnaire are exact and authentic. I have omitted no important information that could have impact on the judgment made by Finextra Oy on this demand.

I agree to answer any other questions that Finextra Oy might have in the future to comply with its legal obligations.

Place

Date

Name and signature of the legal representative of the company: