

**DUE DILIGENCE FORM
NATURAL / INDIVIDUAL PERSON**

Instructions: Please fill out this form with type or print, and sign in handwriting with blue ink. The form must be completed legibly, without tabs or blots.

CLIENT		
Full Name	ID / Passport	Nationality

CLIENT GENERAL INFORMATION			
Home Address:			
Postal Address:			
Telephone:		Mobile phone:	
E-mail:			

WORK INFORMATION	
Profession:	Employer:
Position:	Web Page:
Work Address:	
Post Address:	
Telephone:	Mobile phone:
E-mail:	

BANKING REFERENCES			
Entity Name	Service/Product/Account	Contact	Telephone/email

COMMERCIAL REFERENCES			
Entity Name	Relation/Service	Contact	Telephone/email

COMMERCIAL ACTIVITY OF THE CLIENT:

Please, detail your commercial activity / work during the last five (5) years:

Please, detail the origin of funds:

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POLITICAL EXPOSED PERSON (PEP)

Have any of the directors, shareholders or final beneficiaries of the entity been PEP (Politically Exposed Person) in their country of origin or in another country, or is it related to any political figure?

Do you keep any kind of relationship with a political figure? **YES** **NO**

If your answer is **YES**, indicate the name (s) of the persons and the positions and dates in which you held or occupied these positions:

Similarly, please, check the box that describes the applicable relationship / position below:

NO **YES** High - Profile Figure (Executive, Legislative, Judicial, Public Administration, Armed Forces of any Government, High-Profile Official of Political Party, High-Profile Official of Companies owned by a Government (include companies, businesses or other entities that have been organized by a High-Profile Figure Political Figure for your benefit).

NO **YES** Family Member (Parents, Brothers, Spouse, Children, In-laws of a High-Profile Political Figure of any Government).

NO **YES** Narrow Collaborator (Person with close links or relationships with a High - Profile Political Figure, or people who can make local or foreign transactions in the name and representation of a High-Profile Political Figure.

Note: Politically Exposed Persons are national or foreign persons who perform high-level public functions or command and jurisdiction in a State, such as (but not limited to) the heads of States or of a government, high-profile politicians, high-ranking government, judicial or military officials, senior executives of companies or state corporations, public officials holding elected office, among others who exercise decision making in the public entities; persons who fulfill or have been entrusted with important functions by an international organization, such as members of senior management, that is, directors, sub-directors and members of the board of directors or equivalent functions.

CLIENT STATEMENTS

The client declares that all the information provided in this form is correct and true; that neither the company nor any of the persons mentioned in this form have been involved or have been convicted anywhere in the world for the commission of crimes related to drug trafficking, money laundering, terrorism, fraud or crimes in general of any nature. Declares the client, who guarantees that their resources come from lawful sources.

The client declares that in accordance with the provisions of applicable laws, our company will request updating of this information annually, while the commercial relationship lasts. The customer declares that he / she accepts that we verify the information provided in this questionnaire, at any time of the commercial relationship.

In faith of the above, I sign this document by hand, at _____ (__) days of the month of _____, of two thousand _____ (20__).

SIGNATURE: _____

FULL NAME: _____

POSITION: _____

ADDITIONAL INFORMATION TO BE PROVIDED

1. Copy of Personal Identity Card and Passport.
2. Bank Reference Letter
3. Commercial Reference Letter
4. Copy of proof of your physical address. (Receipt or invoice for public services, or any document evidencing the address)
5. Résumé / Curriculum Vitae / Bios'