

****THIS IS AN NBFIRA AND FIA MANDATORY ANNUAL REQUIREMENT****

Know Your Customer (KYC)



Form Last Completed (mm/yy) Company No.

FOR NON-INDIVIDUALS

CORPORATE ENTITY

| | | |
|-------------------------------|--------------------------|------------------|
| Company Name | | Registration No. |
| Postal Address | Physical Address | |
| Email | Country of Incorporation | |
| Website | | |
| Brief description of business | | |

CONTACT PERSON

| | | |
|-----------------------|----------------------------|-------------|
| Title | Name(s) | Surname |
| Date of Birth | National ID / Passport No. | Nationality |
| Capacity / Position | Email | |
| Telephone No. | Fax No. | |
| Physical Address | | |
| Village / Town / City | Country | |

BANKING DETAILS

| | | |
|--------------|-------------|-------------|
| Account Name | Account No. | |
| Bank Name | Branch | Branch Code |

DECLARATION OF BENEFICIAL OWNERSHIP

The Company hereby confirms and declares that as the date hereof, the following individual(s) is/are the ultimate principal beneficial owner(s) of the Company through ownership in the intermediate or ultimate holding companies:

| Full Name | Residential Address | Date of Birth | Nationality | Ownership |
|----------------------|----------------------|----------------------|----------------------|-----------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | % |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | % |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | % |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | % |

ANTI-MONEY LAUNDERING AND COUNTER TERRORIST FINANCING REQUIREMENTS

In accordance with the Finance Intelligence Regulations the following documents should be provided for verification:

Company

- Certificate of incorporation
- Memorandum and Articles of Association
- Notice of Registered Office and Postal Address
- Identification documents of the person(s) managing the company
- Resolution specifying who is authorised to act on behalf of the company
- Identification document(s) of the person(s) authorised to act on behalf of the company

Partnership

- Partnership agreement
- Identification documents of the natural persons who are partners e.g. certified copy of ID / Passport
- Resolution specifying who is authorised to act on behalf of the partnership
- Identification document(s) of the person(s) authorised to act on behalf of the partnership

DATA PROTECTION CLAUSE

Botsogo may collect, use, store, transfer or otherwise process ("process") information relating to you and/or your directors, shareholders, agents and authorized representatives (as applicable) which is provided to Botsogo by you under this form or otherwise acquired by Botsogo ("Personal Information/sensitive personal information") for the purposes of administering the terms of this agreement, client onboarding, anti-money laundering, credit checking, complying with legal and regulatory obligations and marketing financial services and products by Botsogo to you ("the Purpose").

You expressly consent to Botsogo processing your Personal Information and to the transfer of such Personal Information to other members of the MMA Group or third-party service providers for storage or further processing on behalf of Botsogo for the Purpose.

You authorize Botsogo to disclose your personal information when required to do so to any governmental authority, regulator, law enforcement agency, court or tribunal, to any exchange and/or clearing house as required by any applicable laws and regulations; to any of our affiliates, service providers, brokers, dealers, custodians, agents, bankers, auditors and professional advisers; or in the public interests or where it is necessary for the purpose.

You acknowledge and agree that Botsogo may retain such Personal Information in accordance with Botsogo's data retention policies, after termination of this Agreement only so long as required and permitted.

DECLARATION

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false, untrue, misleading or misrepresenting, I am aware that I may be liable for it.

| | | |
|-----------|------------------------|-----------|
| Full Name | Designation / Position | |
| Date | Place | Signature |

Please submit the completed form and specified documents to your nearest Metropolitan office or Broker, alternatively it can be scanned and emailed to: botsogokyc@metropolitan.co.bw