

***Collinson Forex Limited
Company Client***

STANDARD CUSTOMER DUE DILIGENCE FORM

Section 1: Company Details

Company Name:
 Company Registration Number:
 Approx Company Annual Turnover:
 Phone Number: Fax Number: Mobile Number:
 Email:
 Physical Address (PO Box is not acceptable):

 Nature of Business/Description of Industry:

 Purpose of Trade:

Directors

Full Name	Residential Address (PO Box is not acceptable)	Signature

25% and 25+ % Shareholders if Applicable

Full Name	Residential Address (PO Box is not acceptable)	Signature

Authorized Signatory/Contact Person if Different to Owner or Directors

Full Name:
 Relationship to the Company:
 Date of Birth: Occupation:
 Type of ID: ID number: Expiry Date of ID:
 Home Phone: Mobile:
 Email:
 Residential Address (PO Box is not acceptable):
 Signature:

Section 2: Proof of Identification and Residential Address Requirements (Apply to directors , 25% & 25+ % shareholders and Signatory)																																																	
<p>Option 1 - To confirm Name and Date of Birth</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 30px; text-align: center;"><input checked="" type="checkbox"/></td> <td style="background-color: #e0e0e0;">Select ONE option from this section only</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Current passport (including the signature page)</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Firearms licence</td> </tr> </table> <p>OR Option 3 - To confirm Name and Date of Birth</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 30px; text-align: center;"><input checked="" type="checkbox"/></td> <td style="background-color: #e0e0e0;">Select ONE option from this section</td> </tr> <tr> <td><input type="checkbox"/></td> <td>New Zealand driver licence</td> </tr> <tr> <td style="width: 30px; text-align: center;"><input checked="" type="checkbox"/></td> <td style="background-color: #e0e0e0;">AND Select ONE option from this section</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Credit card, debit card or eftpos card issued by a registered bank, that contains the individual's name and signature</td> </tr> <tr> <td><input type="checkbox"/></td> <td>A bank statement issued to the individual that is not more than 12 months old issued by a registered bank</td> </tr> <tr> <td><input type="checkbox"/></td> <td>A document issued by a government agency that contains the person's name and signature</td> </tr> <tr> <td><input type="checkbox"/></td> <td>A SuperGold Card</td> </tr> <tr> <td><input type="checkbox"/></td> <td>A statement from the Inland Revenue Department.</td> </tr> </table>	<input checked="" type="checkbox"/>	Select ONE option from this section only	<input type="checkbox"/>	Current passport (including the signature page)	<input type="checkbox"/>	Firearms licence	<input checked="" type="checkbox"/>	Select ONE option from this section	<input type="checkbox"/>	New Zealand driver licence	<input checked="" type="checkbox"/>	AND Select ONE option from this section	<input type="checkbox"/>	Credit card, debit card or eftpos card issued by a registered bank, that contains the individual's name and signature	<input type="checkbox"/>	A bank statement issued to the individual that is not more than 12 months old issued by a registered bank	<input type="checkbox"/>	A document issued by a government agency that contains the person's name and signature	<input type="checkbox"/>	A SuperGold Card	<input type="checkbox"/>	A statement from the Inland Revenue Department.	<p>OR Option 2 - To confirm Name and Date of Birth</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 30px; text-align: center;"><input checked="" type="checkbox"/></td> <td style="background-color: #e0e0e0;">Select ONE option from this section</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Full birth certificate</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Certificate of citizenship</td> </tr> <tr> <td style="width: 30px; text-align: center;"><input checked="" type="checkbox"/></td> <td style="background-color: #e0e0e0;">AND Select ONE option from this section</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Current driver licence</td> </tr> <tr> <td><input type="checkbox"/></td> <td>18+ Card</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Valid International driving permit</td> </tr> </table> <p>PLUS - To confirm Residential Address. 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<p>* A certified copy of ID and Proof of Address must be provided. ID must be valid for a minimum of 6 months from the date of expiration, and it must be updated once it is expired. Proof of Address must be updated if the client has changed address.</p>																																																	
<p>* Proof of Address of the company must be provided as well, unless the address is the same as described on the Companies Office and the dealer has done a site visit. In the latter scenario, the dealer shall print off the Companies Office record and sign off as "I confirm this is the address of the company as I conducted a physical site visit on [date]".</p>																																																	
<p>* Overseas companies must provide Certificate of Incorporation/Registration and Company Extract.</p>																																																	

Section 3: Verification by Dealer
<p>1. I confirm that I have conducted the customer due diligence procedures required for customer due diligence under the Anti-money Laundering and Countering Financing of Terrorism Act 2009, the regulations made under the Act, using the documents listed above.</p> <p>2. I confirm that:</p> <ol style="list-style-type: none"> a. I have a business relationship with the company; b. I consent to conducting the customer due diligence procedures required by the Anti-money Laundering and Countering Financing of Terrorism Act 2009, the regulations made under the Act for Collinson Forex and to providing all relevant information to Collinson Forex; c. I have undertaken the verification of the individuals named in Section 1; and d. I have sighted originals or properly certified copies of each of the documents used in that verification process; and e. In respect of the photo identification, the picture represents the identity of the person. <p>Dealer Name:</p> <p>Dealer Signature:</p> <p>Date Verification Completed:</p>