

AMICUS AML FORM

**CLIENT INFORMATION FORM
(ENTITIES OR LEGAL ARRANGEMENTS)**

Explanatory Note to Clients on Anti-Money Laundering (AML) Regulations: All lawyers are required by law to perform identity & verification checks on transaction and risks, both prior to accepting instructions to act & on an on-going basis. Please note that we are required to maintain such documentation and records, which will be made available for disclosure to authorised officers if it is required for compliance with any of the AML regulations. We therefore seek your kind understanding and cooperation in the provision of all information requested as follows.

Property Address:			
Reference No.:		Lawyer/ Secretary	
Subject Matter:			

1. CLIENT PARTICULARS [E.G. CORPORATIONS, SOCIETIES]

A.	Full Name of Entity		
B.	Type of Entity	<input type="radio"/> Sole Proprietorship <input type="radio"/> Partnership <input type="radio"/> Limited Partnership	<input type="radio"/> Corporation <input type="radio"/> Company <input type="radio"/> Other Association or Body of Persons Corporate or Unincorporate
C.	Names of All Beneficial Owners (if Entity is not the true Owner)		
D.	Registration or Identification Number		Registration Date:
			Expiry Date of Registration (if applicable):
E.	Type of Registration or Identification (e.g., ACRA Biz Profile)		
F.	Country of Registration or Incorporation		
G.	Contact No.(s) & Email		
H.	Address of Registered Office		
I.	Address of Business (if different from Registered Office)		
J.	Nature of Business (e.g., principal activities)		
K.	Ownership and Control Structure of Entity (e.g., information from Memorandum and Articles of Association)		
L.	Details of all individuals holding a Senior Management position		

AMICUS AML FORM

M.	For Purchase Only: Purpose of Purchase	<input type="radio"/> Owner-Occupation <input type="radio"/> Investment/Rental <input type="radio"/> Others (Please specify)	
N.	Is/Are the Entity/ Directors/ Shareholders current or former Politically Exposed Persons (PEP) entrusted with a prominent public function ¹ in a foreign country? <i>Alternatively: Is/Are the Entity/ Directors/ Shareholders current or former Politically Exposed Person (PEP) entrusted with a prominent public function locally or in a foreign country?</i>	<input type="radio"/> No	<input type="radio"/> Yes (Please provide details)
O.	Is/Are the Entity/ Directors/ Shareholders a family member ² or a close associate ³ of a current or former foreign PEP? <i>Alternatively: Is/Are the Entity/ Directors/ Shareholders a family member or a close associate of a current or former local or foreign PEP?</i>	<input type="radio"/> No	<input type="radio"/> Yes (Please provide details)
P.	Annual Turnover for the last 2 financial years	[20____] :	[20____] :
Q.	Annual Profit/Loss for the last 2 financial years	[20____] :	[20____] :

2. DOCUMENTS TO BE PROVIDED

Please provide the documents that have been indicated.

A.	<input type="radio"/> Copy of ACRA Business Profile <input type="radio"/> Constitution or Memorandum and Articles of Association
B.	<input type="radio"/> Trust Deed (if client is an express trust) <input type="radio"/> Other documents or information (please indicate): _____

¹ "Prominent public function" includes the role held by a head of state, a head of government, a senior politician, a senior civil or public servant, a senior government, judicial or military official, a senior executive of a state-owned corporation, a senior political party official, a member of the legislature, or a member of the senior management of an international organisation.

² "Family member", in relation to a foreign PEP, means a spouse, a child, an adopted child or a stepchild, a sibling, an adopted sibling or a stepsibling or a parent or stepparent, of the foreign PEP.

³ "Close associate", in relation to a PEP, means, a partner of the foreign PEP, a person accustomed or under an obligation whether formal/ informal to act in accordance with the directions, instructions, or wishes of the foreign PEP, a person whose directions instructions or wishes the foreign PEP is accustomed or under an obligation, whether formal/ informal, to act in accordance with, or a person with whom the foreign PEP has an agreement/ arrangement whether oral/in writing and whether express/ implied, to act together.

AMICUS AML FORM

3. DECLARATION

- A. I hereby declare and confirm that the information above is, to the best of my knowledge, correct and accurate and have not willfully withheld any material fact or information from _____.
- B. I shall give _____ written notice of any change in my particulars throughout the course of the representation.
- C. There are no legal proceedings against me in Singapore or otherwise, and I have not been convicted of any tax crimes.
- D. I give consent to _____ to contact me for the purpose of _____'s compliance with the Regulatory Guidelines on Prevention of Money Laundering and Countering the Financing of Terrorism.
- E. I will indemnify _____ from any and all cost and expenses arising from as a result of any inaccurate information, false and misleading representation provided by me and relied upon by the firm.

Entity Stamp & Authorised Signature

Name of Authorised Signatory:

Position in Entity:

Date:

FOR OFFICIAL USE ONLY

RISK PROFILE ASSESSMENT

- Low Risk
- To seek advice/ approval of Senior Management for further compliance/ risk mitigation measures
- High Risk – Please provide reason(s)/comment(s)

Please refer matter to Senior Management/ Directors

Reviewed by Lawyer: _____ (initial)

Date: