



# KYC for corporate and institutional customers

*March 2018*

## Know your customer policy (KYC) for corporate and institutional customers

This policy is applied for the corporate and institutional Customers only. For this category of Customers, the B2BX LTD (hereinafter – the “Company”) offers additional services according to the Agreement, and therefore these Customers have to go through the enhanced verification process.

The crediting of Assets to the Customer’s Trading Room is allowed only after the verification of the Customer’s identity on the basis of provided information. The Company reserves the right to refuse the Customer in provision of services if during the process of verification, it is discovered that the Customer does not correspond with the KYC requirements of the Company.

Upon the request of the Company any additional documents and information should be provided by the Customer.

To open a Trading Room as a corporate or institutional Customer, please copy the following questionnaire, fill it and send it together with supporting documents from Your Trading Room profile. Then You should wait for the following instructions from the manager. Before opening your support ticket please be sure that you have the listed below documentation pertaining to the registration of your business and accessors.

## Questionnaire and lists of documents to be provided

### Basic Company Information

Legal Name of Entity:

\_\_\_\_\_

Type (please check at least one)

- Corporation
- Individual/Sole Proprietorship
- LLC
- Non-Profit
- Partnership

Business Address (no PO boxes):

\_\_\_\_\_

Business Website: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Business Contact Email: \_\_\_\_\_

Industry: \_\_\_\_\_

Goods and Services (please be specific):

\_\_\_\_\_

Why do you want to use Company's services? (please check at least one):

- To use my business bank account;
- To accept/make payments in cryptocurrency with my business;
- To invest my company funds in cryptocurrency;
- To offer cryptocurrency reselling services;
- Other (please explain):

\_\_\_\_\_

Is your business considered a financial institution, a financial remitter, or in the business of accepting or transmitting funds, investing funds, or managing funds for clients?

\_\_\_\_\_

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Do you intend to deposit/withdraw fiat (USD, EUR, etc)? If yes, in which country is your bank account?

\_\_\_\_\_

## **Business Registration Information**

Please enter your government-issued business registration or tax identification number:

\_\_\_\_\_

Please specify the country of company's formation: \_\_\_\_\_

Please specify the date of company's formation: \_\_\_\_\_

Please provide a copies of your corporate documents. The list of documents is specified below:

- \* Certificate of Incorporation
- \* Articles of Association/memorandum
- \* Certificate of Incumbency/ Certificate of Good Standing
- \* Documents and information of the director according to clause 3 below

All documents should be verified by notary and apostilled. All documents should be in English or translated into English, the translation to be verified by notary.

## **3. The information about the director and individuals who accessing the Trading Room and Accounts (Accessors);**

3.1. The institutional Customers-individuals and individuals who represent the corporate Customer (director, attorney, etc.) should provide the next documents:

- \* International passport (a colored copy with photos);
- \* Second ID (national passport, driving license);
- \* Bank reference or utility bill. It is enough to provide one of these documents, but it should contain the address of individual's residence;

All documents should be verified by notary and apostilled. All documents should be in

English or translated into English, the translation to be verified by notary.

3.2. Please provide the following information for any individual accessing the account:

Accessor 1:

Full name: \_\_\_\_\_

Role at Company: \_\_\_\_\_

Residential Address (no PO boxes): \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Date of birth: \_\_\_\_\_

% Interest in company: \_\_\_\_\_

Nationality: \_\_\_\_\_

Accessor 2:

Full name: \_\_\_\_\_

Role at Company: \_\_\_\_\_

Residential Address (no PO boxes): \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Date of birth: \_\_\_\_\_

% Interest in company: \_\_\_\_\_

Nationality: \_\_\_\_\_

Accessor 3:

Full name: \_\_\_\_\_

Role at Company: \_\_\_\_\_

Residential Address (no PO boxes): \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Date of birth: \_\_\_\_\_

% Interest in company: \_\_\_\_\_

Nationality: \_\_\_\_\_

### 3.3. Politically Exposed Persons

Are any of the business owners (owning 25% or more of the company) politically exposed persons? e.g – Are they senior military, government, or political officials, or relatives or associates of such officials?

\_\_\_\_\_.

### Financial information:

Net worth (please check one):

\$0-100k

\$100-250k

\$250k-1mil

\$1mil-2mil

\$2mil+

Expected sum of monthly deposits (please specify units):

\_\_\_\_\_