

# Corporate Account Application Form

**Version 07.2024**

**SM Capital Markets Ltd,  
CIF license number 339/17**





## Introduction

1. Before completing this Application Form, you should make sure you have read and understood all information regarding your Client Account, including the applicable Agreement (namely the “Terms and Conditions” and the following documents, “Privacy Notice”, “Risk Disclosure”, “Order Execution Policy”, “Free Provision of Services”, “Conflicts of Interest Policy”, “Complaints Handling Policy”, “Client Categorisation Notice”, “Investor Compensation Fund”, “Cookie Policy”, and “Key Information Documents”, which are all available on our Website [www.scopemarkets.eu](http://www.scopemarkets.eu)
2. Register for a Personal Area/Account(s) with SM Capital Markets Ltd (hereinafter “the Company”) through the website [www.scopemarkets.eu](http://www.scopemarkets.eu). The Company will use the email address provided during registration for communication purposes.
3. Complete in BLOCK CAPITALS all fields and ensure that your selection is marked in all required sections. If a question does not apply, write “**NOT APPLICABLE**” or “**N/A**”. Do not leave blank fields.
4. Where there is insufficient space, please provide information separately and refer to it the relevant section of the Application Form.
5. Submit the completed and signed Application Form and all required documentation via email at:
  - a) [info@scopemarkets.eu](mailto:info@scopemarkets.eu)
6. Please note that if you submit your Application Form and required documentation of Part (M) by email, you still need to send us the original Application Form with the hand signature by post at: 23, Spyrou Kyprianou Avenue, Floor 4, 3070 Limassol, Cyprus. For any questions, please contact us at [info@scopemarkets.eu](mailto:info@scopemarkets.eu) or at +357 25281811.
7. On an ongoing basis, if there is a material change to the Company/Applicant or its activities it is important that SM Capital Markets Ltd is kept informed.
8. We reserve the right to request additional documentation and/or information during or after the account opening.
9. Please note that we cannot accept you as a Client (under Applicable Regulations) and open a Client Account for you, unless all the above documents are properly received by us and all internal checks are duly satisfied.

A. CLIENT INFORMATION	
Please fill in the fields below as appropriate.	
Corporate Name:	
Trade name (if any):	
Registered Office Address:	
Business Address:	
Registration Email Address:	
Website (if any):	
Office Telephone Number:	
Mobile Phone Number (if any):	
Form of Incorporation:	
GIIN Number (if any):	
Legal Entity Identifier (LEI) Number (if any):	
Company Registration Information	
Registration/Incorporation country:	
Registration/Incorporation number:	
Registration/Incorporation date:	
Name of registrar/relevant authority:	
Is the company authorized to perform any regulated activities:	
If your answer is 'Yes' please state the authorized service/activity, competent or supervisory authority, license number and country of relevant authorisation.	
Nature of business/business activities:	
Is the Company part of a Group:	
If your answer is 'Yes' please provide the Group Structure	

Does the Company directly or indirectly have bearer shares in the ownership chain?	
<b>Compliance Details</b>	
Does the Company have any pending litigation, disputed accounts, or other unresolved matters?	
If 'Yes' please provide clarifications	
Has the Company ever been subject to Bankruptcy/Insolvency proceedings?	
If 'Yes' please provide clarifications	

<b>B. COMPANY FINANCIAL RESOURCES/BACKGROUND</b>	
Annual Income/Revenue (as per latest audited Fin. Statements or Management Accounts):	
Net Worth/Net Assets (as per latest audited Fin. Statements or Management Accounts):	
Estimated Annual Turnover (amount to invest):	
<b>How to expect to fund your account?</b>	
* Please visit our website <a href="http://www.scopemarkets.eu">www.scopemarkets.eu</a> for more information on our Rules for Depositing and Withdrawing funds.	
Bank Transfer:	<input type="checkbox"/>
Credit/Debit Card:	<input type="checkbox"/>
Other (Specify):	
Please provide us with details of the source of funds to be used for trading (e.g. profits from business, capital equity)	
Institution Name:	
Institution Address:	
Account Holder Name:	
Account Number/ Identifier:	
IBAN Number (if applicable):	
Swift Code/BIC (if applicable):	
Intermediary Bank (if any):	
*Please note, third party payments are not accepted.	

How to expect to withdraw funds from your account (destination of funds)?	
* if different than origin of funds please fill the details	
Institution Name:	
Institution Address:	
Account Holder Name:	
Account Number/ Identifier:	
IBAN Number (if applicable):	
Swift Code/BIC (if applicable):	
Intermediary Bank (if any):	
*Please note, third party withdrawals are not accepted.	
Source of Wealth (Net Worth)	
Business Proceeds:	<input type="checkbox"/>
Disposal of Business or Assets:	<input type="checkbox"/>
Investment Income:	<input type="checkbox"/>
Gift:	<input type="checkbox"/>
Sale of Property:	<input type="checkbox"/>
Proof of Land Ownership:	<input type="checkbox"/>

C. EXPECTED TRADING ACTIVITY	
Purpose of account with SM Capital Markets Ltd:	
Speculative	<input type="checkbox"/>
Hedging	<input type="checkbox"/>
Risk Management	<input type="checkbox"/>
Diversification	<input type="checkbox"/>
Investment	<input type="checkbox"/>
Other (please specify):	
Estimated expected deposit (amount) in the next 12 months:	

Estimated Trading Turnover:	
Are the funds to be deposited entirely from the entity?	
If yes, you declare that all funds to be deposited with SM Capital Markets Ltd are corporate proprietary funds, resulting exclusively from:	
Business profit and/or retained earnings from regular business operations	
If No, please provide evidence explaining under which arrangements the shareholders or principals of the Company will deposit funds?	
(Please note that depending on the evidence provided, this will be reviewed and assessed. The Company reserves the right, not proceed with the opening of the corporate account)	

D. DETAILS OF DIRECTORS	
Director 1 / Natural Person	
First Name:	
Last Name:	
Date of Birth:	
Nationality:	
If you are a holder of a Dual Nationality, please provide us with the <u>Country</u> and <u>Passport number</u> in respect to the second nationality:	
Gender:	
ID/Passport Number:	
Full Residence Address (permanent):	
Mailing Address:	
Country of Residence:	
Email Address:	
Fax (if applicable):	

Daytime Telephone:	
Evening Telephone:	
Is this person a politically exposed person (PEP) or a close associate of a PEP or close relative of a PEP? (Have you been assigned with any important public or governmental functions/positions during the past 12 months? (see definition Appendix A))	
Is this person a citizen or resident of the US for tax purposes (see definition Appendix C)?	
Employment Status:	
If you answered Employed or Self Employed, please specify the nature of business as per Appendix D of this Application:	
Name of Employer:	
*Supporting Identity and Address Verification documents will be required.	
<b><u>For more directors, please send a copy of this Section separately</u></b>	

<b><u>Director 2 / Natural Person</u></b>	
First Name:	
Last Name:	
Date of Birth:	
Nationality:	
If you are a holder of a Dual Nationality, please provide us with the <u>Country</u> and <u>Passport number</u> in respect to the second nationality:	
Gender:	
ID/Passport Number:	
Full Residence Address (permanent):	

Mailing Address:	
Country of Residence:	
Email Address:	
Fax (if applicable):	
Daytime Telephone:	
Evening Telephone:	
Is this person a politically exposed person (PEP) or a close associate of a PEP or close relative of a PEP? (Have you been assigned with any important public or governmental functions/positions during the past 12 months? (see definition Appendix A))	
Is this person a citizen or resident of the US for tax purposes (see definition Appendix C)?	
Employment Status:	
If you answered Employed or Self Employed, please specify the nature of business as per Appendix D of this Application:	
Name of Employer:	
*Supporting Identity and Address Verification documents will be required.	
<b><u>For more directors, please send a copy of this Section separately</u></b>	

<b>Director 1 / Legal Person (if applicable)</b>	
Corporate name:	
Website (if applicable):	
Entity type:	
Registered Office Address:	
Head Office Address:	



Telephone Number:	
Fax (if applicable):	
Email Address:	
Registration/Incorporation Number:	
Registration/Incorporation Date:	
Registration/Incorporation Country:	
Name of Registrar/Relevant Authority:	
*Supporting Identity and Address Verification documents will be required.	
<b><u>For more directors, please send a copy of this Section separately</u></b>	

E. AUTHORIZED REPRESENTATIVE PERSONAL DETAILS	
To be completed by the person(s) authorised to trade on behalf of the Company.	
First Name:	
Last Name:	
Date of Birth:	
Nationality:	
If you are a holder of a Dual Nationality, please provide us with the <u>Country</u> and <u>Passport number</u> in respect to the second nationality:	
Gender:	
ID/Passport Number:	
Full Residence Address (permanent):	
Mailing Address:	
Country of Residence:	
Email Address:	
Fax (if applicable):	

Daytime Telephone:	
Evening Telephone:	
Is this person a politically exposed person (PEP)? (Have you been assigned with any important public or governmental functions/positions during the past 12 months? (see definition Appendix A))	
Is this person a citizen or resident of the US for tax purposes?	
Employment Status:	
If you answered Employed or Self Employed, please specify the nature of business as per Appendix D of this Application:	
Relevant Educational or Professional Qualification:	
If yes, please specify:	
Past occupation(-s) in financial sector:	
If yes, please specify:	
Capacity in the Company:	
*Supporting Identity and Address Verification documents will be required.	
<b><u>For more than one Authorized Representatives, please send a copy of this Section separately</u></b>	

F. DETAILS OF SHAREHOLDERS	
Ultimate Beneficial Owner (UBO) and Major Shareholders (please provide the following details for the UBO and all persons holding more than 25% of the Company):	
First Name:	
Last Name:	
Date of Birth:	
Nationality:	
If you are a holder of a Dual Nationality, please provide us with the <u>Country</u> and <u>Passport number</u> in respect to the second	

nationality:	
Gender:	
ID/Passport Number:	
Full Residence Address (permanent):	
Mailing Address:	
Country of Residence:	
Email Address:	
Fax (if applicable):	
Daytime Telephone:	
Evening Telephone:	
Is this person a Politically Exposed Person (PEP)? (Have you been assigned with any important public or governmental functions/positions during the past 12 months?) (see definition Appendix A))	
Is this person a citizen or resident of the US for tax purposes?	
Employment Status:	
If you answered Employed or Self Employed, please specify the nature of business as per Appendix D of this Application:	
Source of Wealth:	
Taxpayer Country:	
Taxpayer Identification Number or Code TIIN/TIC (if any):	
Percentage of shares:	
*Supporting Identity and Address Verification documents will be required.	
<b><u>For more than one UBOs, please send a copy of this Section separately</u></b>	

<b>Shareholder 1 / Legal Person (if applicable)</b>	
Corporate name:	

Website (if applicable):	
Entity type:	
Registered Office Address:	
Head Office Address:	
Telephone Number:	
Fax (if applicable):	
Email Address:	
Registration/Incorporation Number:	
Registration/Incorporation Date:	
Registration/Incorporation Country:	
Name of Registrar/Relevant Authority:	
Source of Wealth:	
Taxpayer Country:	
Taxpayer Identification Number or Code TIIN/TIC (if any):	
Percentage of shares:	
*Supporting Identity and Address Verification documents will be required.	
<b><u>For more directors, please send a copy of this Section separately</u></b>	

G. KNOWLEDGE AND EXPERIENCE	
This part shall be completed by an authorized Representative of the Client, who shall be authorized to operate the Client's account. For more than one authorised representative please send a copy of this Section separately.	
Over the past three years how many trades have you personally made in CFDs or other derivative products (e.g., futures/options etc.)?	
Over the past three years how many trades have you personally made in Equities or other transferable securities?	
Do you have relevant professional or academic qualifications that would provide you with a good understanding of the risks involved in trading leveraged and derivative products?	



If yes, please specify the role you have held in which your knowledge of these products was increased (leveraged and derivative products):	
What would the required margin for 1 Lot (100,000) EUR/USD be if your leverage is 1:30?	
What type of closing order can you choose to help limit losses when trading?	
Trading with how much leverage would lead to the largest potential profit or loss?	
Please state your average yearly net disposable income (i.e. total income minus expenses such as living expenses, mortgage/rent payments, debt instalments, credit card payments)	
When trading CFD's what is your acceptable risk tolerance?	
What are your investment objectives?	

H. CRS CLASSIFICATION	
Please indicate the Entity's place of tax residence	
1 <sup>st</sup> Tax Residence:	
Type of document (if any):	
Document (TIN/TIC) Number:	
If no TIN specify A, B, C	
2 <sup>nd</sup> Tax Residence (if applicable):	
Type of document (if any):	
Document (TIN/TIC) Number:	
If no TIN specify A, B, C	
Reason A	The Country where the entity is tax resident does not issue TINs to it residents.
Reason B	The entity is otherwise unable to obtain a TIN or functional equivalent.
Reason C	No TIN is required (Note: Only select this reason where the authorities of the country of tax residence entered above, do not require the TIN to be disclosed).
Please provide your CRS classification by ticking the corresponding box(es). Note that CRS classification does not necessarily coincide with your classification for U.S. FATCA purposes.	
<input type="checkbox"/>	Investment Entity located in a Non-Participating Jurisdiction and managed by another Financial Institution. (If you have ticked this box, please provide the details of the Controlling Person(s). Please refer to the definition of Controlling Person).
<input type="checkbox"/>	Other Investment Entity
<input type="checkbox"/>	Financial Institution (including a Depository Institution, Custodial Institution, Specified Insurance Company, Provident Fund)

<input type="checkbox"/>	Not Applicable
If the entity is a <u>Non-Financial Entity ("NFE")</u> , please specify the type of NFE below:	
<input type="checkbox"/>	Active NFE
<input type="checkbox"/>	Passive NFE (if you have ticked this box, please provide the details of the Controlling Person(s). Please refer to the definition of Controlling Person in the Glossary.
<input type="checkbox"/>	Active NFE - Non-Reportable
<input type="checkbox"/>	Not Applicable
<b>Controlling Persons (if applicable)</b>	
If you have ticked Investment Entity in a Non-Participating Jurisdiction managed by another Financial Institution or Passive Non-Financial Entity in the above section, please fill in the following table with the respective details of all Controlling Persons. Please report all countries in which each Controlling Person is tax resident. If no TIN is available, please provide your Social Security Number (SSN) and indicate one of the reasons below.	
<b>Controlling Person 1:</b>	
Full Name:	
Address:	
Place of Birth:	
Date of Birth:	
Country of Tax Residence:	
TIN or Functional Equivalent:	
Type of Document:	
If no TIN available, enter Reason A, B, C*: * Does not apply to U.S. Persons - if a TIN is not available, please provide the appropriate reason A, B or C	
Further explanation only if selected Reason B:	
<b>Controlling Person 2:</b>	
Full Name:	

Address:	
Place of Birth:	
Date of Birth:	
Country of Tax Residence:	
TIN or Functional Equivalent:	
Type of Document:	
If no TIN available, enter Reason A, B, C*: * Does not apply to U.S. Persons - if a TIN is not available, please provide the appropriate reason A, B or C	
Further explanation only if selected Reason B:	
<b>Definitions:</b>	
<p>“Account Holder” The term “Account Holder” means the person listed or identified as the holder of a Financial Account by the Financial Institution that maintains the account.</p> <p>“Passive NFE”: The term “Passive NFE” means any: (i) NFE (I.e. Non-Financial Entity) that is not an Active NFE as defined in the section VIII: Defined Terms of the Common Reporting Standard; or (ii) an Investment Entity described in subparagraph A(6)(b) of the Common Reporting Standard that is not a Participating Jurisdiction Financial Institution.</p> <p>“Controlling Person(s)” The term “Controlling Persons” means the natural persons who exercise control over an Entity. In the case of a trust, such term means the settlor(s), the trustee(s), the protector(s) (if any), the beneficiary(ies) or class(es) of beneficiaries, and any other natural person(s) exercising ultimate effective control over the trust, and in the case of a legal arrangement other than a trust, such term means persons in equivalent or similar positions. The term “Controlling Persons” is interpreted in a manner consistent with the Financial Action Task Force Recommendations.</p>	
I declare that all statements made in this declaration are, to the best of my knowledge and belief, correct and complete (to be signed only if Controlling person part is completed above):	
Name:	
Signature:	
Capacity:	
<p><u>Note:</u> If this form is not completed by the Controlling Person, please indicate the capacity in which you are completing and signing this form. If you are signing under a power of attorney, kindly also attach a certified copy of the power of attorney.</p>	

I. CLIENT DECLARATIONS	
<p>I declare and confirm by agreeing that the Company:</p> <ul style="list-style-type: none"> <li>• is not a Specified U.S. Person as defined in Appendix C.</li> <li>• is not a Non-Participating financial institution as defined in Appendix C.</li> <li>• is not a Passive NFFE with controlling persons who are US citizens or US residents as defined in Appendix C.</li> </ul>	
<p>I declare that:</p> <ul style="list-style-type: none"> <li>• I am authorised to carry out the CRS certification,</li> <li>• I have examined the information in this Section (Section H) and to the best of my knowledge and belief it is true, correct, and complete.</li> <li>• I agree to notify the Company if any of the information in this Section (Section H) changes.</li> <li>• I have carefully read and fully understood the entire content of the <u>Privacy Notice</u>, <u>Risk Disclosure</u>, <u>Terms and Conditions</u>, <u>Order Execution Policy</u>, <u>Free Provision of Services</u>, <u>Conflicts of Interest Policy</u>, <u>Complaints Handling Policy</u>, <u>Client Categorization Notice</u>, <u>Investor Compensation Fund</u>, <u>Cookie Policy</u>, and <u>Key Information Documents</u> which I fully accept and agree with. I acknowledge and accept that all incoming and outgoing telephone conversations as well as other electronic communications between me and the Company will be recorded and stored for quality monitoring, training and regulatory purposes.</li> <li>• Data Protection: To comply with anti-money laundering regulations, the Company is required to collect information and undertake checks on the identity and residential address of the directors, shareholders, and other authorized signatories, including accessing and using information held in any database or other electronic format. The Company may request further supporting documents from you to confirm these details. Such requests could delay the processing of this application. The Company may use the personal information of identifiable individuals, for example, for responding to credit reference enquiries, searching the electoral register, and making enquiries of credit reference and other agencies, who may retain a record of the enquiry and information given to them and who may also use your information in the future to assist other organizations for crime prevention and credit purposes. For further details about how the Company will use your personal information, please see our Privacy Notice which is available on our website. We occasionally would like to contact you to give you information about products and services offered that are similar or related to the product and services provided or previously provided to you as well as news and events. You have the right to unsubscribe at any time for marketing purposes by contacting our client support.</li> </ul>	
Full Name:	
Title (Power of Attorney):	
Date (Day/Month/Year):	



Signature:		
Company Seal:		
<b>SOURCE OF WEALTH DECLARATION FORM</b>		
<p>Anti-money laundering rules have evolved over the years, and we are required to understand the origin of any funds prior to completing any transaction. Please provide sufficient information to allow us to understand how you have obtained the funds for your investment and the source of wealth. Kindly be informed that all information and documents will remain confidential and secure.</p>		
Source of Wealth		Suggested Verification/Evidence
Business Proceeds	<input type="checkbox"/>	Copy of latest audited company accounts or Letter from solicitor/accountant confirming statement of position.
Disposal of Business or Assets	<input type="checkbox"/>	Copy of latest audited company accounts or Letter from solicitor/accountant confirming statement of position.
Investment Income	<input type="checkbox"/>	Copy of investment / savings certificates, contract notes, surrender statements; or Bank statement clearly showing receipt of funds and investment company name or Signed letter detailing funds from a regulated accountant/solicitor.
Gift	<input type="checkbox"/>	Donor's source of wealth (evidenced as per the type of wealth requirements in this table) along with a letter from the donor confirming details of the gift or Letter from solicitor confirming the origin of the gift and donor's source of wealth.
Sale of Property	<input type="checkbox"/>	Copy of sale contract or Letter from solicitor/accountant.
Proof of Land Ownership	<input type="checkbox"/>	Sale and purchase agreement
Full Name:		
Date (Day/Month/Year):		
Signature:		
<b>*Please attach supporting documents based on your selection above as proof of source of wealth.</b>		

<b>J. RISK DISCLOSURE</b>
<p>In order to comply with Applicable Regulations, the Company must provide its prospective Clients with a Risk Disclosure statement on complex Financial Instruments.</p> <p>Below is an overall description of the characteristics of CFDs and of the risks associated with them. For further information please refer to "Risk Disclosure" available on <a href="http://www.scopemarket.eu">www.scopemarket.eu</a></p>

1. Trading in CFDs involves high risk and is not suitable for all members of the general public. As a general rule, you should not therefore trade in CFDs if you do not understand the products and the risks associated with them.

2. A CFD - or Contract for Difference - is speculation in changes in values. This Financial Instrument allows the Client to speculate in future increases or decreases in the value of a specific Underlying Asset, for instance Currency Pairs, equity indices, metals, commodities and forwards. If the Client's speculations prove to be correct, he will make a profit from the difference in value (less costs), but he will have to pay the difference in value (plus costs) if his speculations turn out to be wrong.

3. CFDs available with the Company are always margin traded, allowing the Client to take a larger position than he would otherwise be able to based on his funds. So, a relatively small movement in the Underlying Market can have a disproportionately dramatic effect on the Client's trade. If the Underlying Market movement is in the Client's favor, the Client may achieve a good profit, but an equally small adverse market movement can not only quickly result in the loss of the Client's entire deposit, but may also expose the Client to a large additional loss. CFD trading therefore involves a relatively high level of risk.

4. CFDs trade within wide intraday ranges with volatile price movements. Therefore, the Client must carefully consider that there is a high risk of losses as well as profits. The price of CFDs is derived from the price of the Underlying Asset in which the CFD refers to. CFDs and related Underlying Markets can be highly volatile. The prices of CFDs and the Underlying Assets may fluctuate rapidly and over wide ranges and may reflect unforeseeable events or changes in conditions, none of which can be controlled by the Client or the Company. Under certain market conditions it may be impossible for a Client's order to be executed at declared prices leading to losses. The prices of CFDs and the Underlying Asset will be influenced by, amongst other things, changing supply and demand relationships, governmental, agricultural, commercial and trade programs and policies, national and international political and economic events and the prevailing psychological characteristics of the relevant marketplace.

**MANDATORY: I declare that I have read and understood this risk Disclosure Statement above and "Risk Disclosure".**

Full Name:	
Date (Day/Month/Year):	
Signature:	
Full Name:	
Date (Day/Month/Year):	
Signature:	

#### K. SIGNATURE AND CONSENTS

(The Natural Persons authorised by the Company's Board of Directors should sign the application Form)

I declare and confirm that:

- All information given in the Application Form is accurate, true and complete.
- I will promptly notify the Company of any changes to the information provided to the Application

Form.

- The funds to be deposited are not related in any way, directly or indirectly, with illegal/ criminal activities.

Authorised Person Name:

Signature:

Seal:

## L. BOARD RESOLUTION

At a meeting of the Directors of \_\_\_\_\_ (hereinafter "The Company"), which took place

on \_\_\_\_\_ ("date") the following resolution was passed:

1. That an Account is opened with SM Capital Markets Ltd., the Company which has SM Capital Markets Ltd as its registered brand. SM Capital Markets Ltd. is registered in Cyprus with registration number HE346068 and regulated by the Cyprus Securities and Exchange Commission (License Number 339/17).

2. That Mr./Mrs. \_\_\_\_\_ shall be and is hereby authorised and appointed to conduct the following activities in relation to the Account(s) of the Company maintained with SM Capital Markets Ltd. on behalf of the Company.

- Sign on behalf of the Company the enclosed Application Form.
- Provide any documents and/or information required by SM Capital Markets.
- Utilize all available services of SM Capital Markets.
- Act as the point of contact.
- Perform trading activities.
- Make deposits (from Company's accounts) and withdrawals (to Company's accounts).
- Give instructions to SM Capital Markets for currency conversions.
- Submit complaints/inquiries.
- Provide notices to SM Capital Markets as per the provisions of the Client Agreement.
- Handle requests/notices from SM Capital Markets as per the provisions of the Client Terms and Conditions.
- Accept the SM Capital Markets Client Terms and Conditions and other documentation, as amended.

3. SM Capital Markets Ltd is hereby authorized to execute the instructions of the person specified above for any matter related to the Personal Area/Account(s) of the Company.

4. That this resolution is communicated to SM Capital Markets and remain in force until an amending resolution shall be passed by the Board of Directors of the Company and a copy is communicated to SM Capital Markets.

It is certified that the present resolution has not been modified or rescinded and is forgoing now in full force and effect, and that the Company has the power under its governing instruments and applicable Laws to take the action set forth by the foregoing resolution.

Director 1 Name:		Director 2 Name:	
Signature:		Signature:	
Director 3 Name:		Director 4 Name:	
Signature:		Signature:	



## M. REQUIRED DOCUMENTS

The Company's following documents should be provided:

- Completed Corporate Application Form – duly signed.
- Certificate of Incorporation or equivalent.
- Certificate of Shareholders or equivalent.
- Certificate of Directors and Secretary or equivalent.
- Certificate of Registered Office or equivalent.
- Certificate of Change of name or equivalent (if applicable).
- Group Structure (if applicable).
- Memorandum and Articles of Association (Bylaws) or equivalent.
- Resolution of the Board of Directors of the Company for the opening of the Personal Area/Account(s) and granting authority to those who will operate it (you may use the Board of Director's Resolution below).
- Recent (up to 6 months) Certificate of Incumbency or equivalent (if no Certificate of Shareholders given).
- Recent (up to 1 year) Certificate of Good Standing or equivalent (if any).
- Proof of Operating Address (utility bill or bank statement displaying the Company's Name and Operating Address dated within the last 6 months).
- Latest Audited Financial Statements (if any) or Management Accounts (if any).
- If the registered shareholders act as nominees of the Beneficial Owner (see definition in Appendix B), a copy of the trust deed/agreement concluded between the nominee shareholder and the Beneficial Owner, by virtue of which the registration of the shares on the nominee shareholder's name on behalf of the Beneficial Owner

***For each Director who is a natural/physical person, as per the Certificate of Directors, the following documents are required:***

- Copy of ID or Passport (Photograph, Personal Details, Signature, Date of Issue & Expiry Date, Place and Date of Issue, Serial Number to be clearly visible).
- Copy of a recent (up to 6 months) utility bill, local authority tax bill or bank statement.

***For each Director who is a legal entity, as per the Certificate of Directors, the following documents are required:***

- Certificate of incorporation or equivalent.
- Certificate of registered office or equivalent.
- Certificate of directors and secretary or equivalent.
- Certificate of shareholders or equivalent.
- Recent (up to 6 months) certificate of incumbency or equivalent (if any).
- Recent (up to 1 year) certificate of good standing or equivalent (if any).
- Memorandum and articles of association.

***For each Registered Shareholder or/and a Beneficial Owner who is a natural person and owns 25% or more in the Company, the following documents are required:***

- Copy of ID or Passport (Photograph, Personal Details, Signature, Date of Issue & Expiry Date, Place and Date of Issue, Serial Number to be clearly visible).
- Copy of a recent (up to 6 months) utility bill, local authority tax bill or bank statement.

***For each Shareholder who is a legal entity, as per the Certificate of Shareholders, the following documents are required:***

- Certificate of incorporation or equivalent.
- Certificate of registered office or equivalent.

- Certificate of directors and secretary or equivalent.
- Certificate of shareholders or equivalent.
- Recent (up to 6 months) certificate of incumbency or equivalent (if any).
- Recent (up to 1 year) certificate of good standing or equivalent (if any).
- Memorandum and articles of association.

***For a Representative authorized to open and/or operate the client's account the following documents must be provided:***

- Copy of ID or Passport (Photograph, Personal Details, Signature, Date of Issue & Expiry Date, Place and Date of Issue, Serial Number to be clearly visible).
- Copy of a recent (up to 6 months) utility bill, local authority tax bill or bank statement.

#### Remarks

1. Certification standards: Copies of documents may be certified as true copies if the Client is from the EEA and Apostilled if the Client is from any other jurisdiction.

2. Certified (True) Copy means that the person certifying the copy of the document has had sight of the original document at certification and is in a position to certify that the copy is a True and complete copy of the original document. SM Capital Markets Ltd recognises such certifications when made by independent reputable sources.

Such sources must be operating in the EEA and indicatively include the Client's Bank, the Client's Legal Counsel, a Solicitor/Lawyer or Public Accountant regulated by a professional body (membership number required). The Company requires that the certification process includes the Authenticator stating his name, capacity/position, signature, date and Official Seal on the documents being certified.

Apostilled copies: Documents should be apostilled in accordance with the provisions of the relevant Hague Convention.

## **APPENDICES**

### **APPENDIX A – POLITICALLY EXPOSED PERSONS (PEPs)**

“Politically exposed person” means a natural person who is or who has been entrusted with prominent public functions in the Republic or in another country, an immediate close relative of such person as well as a person known to be a close associate of such person:

Provided that, for the purpose of the present definition, ‘prominent public function’ means any of the following public functions:

- a. heads of State, heads of government, ministers and deputy or assistant ministers;
- b. members of parliament or of similar legislative bodies;
- c. members of the governing bodies of political parties;
- d. members of supreme courts, of constitutional courts or of other high-level judicial bodies, the decisions of which are not subject to further appeal, except in exceptional circumstances;
- e. members of courts of auditors or of the boards of central banks;
- f. ambassadors, chargés d'affaires and high-ranking officers in the armed forces;
- g. members of the administrative, management or supervisory bodies of State-owned enterprises;
- h. directors, deputy directors and members of the board or equivalent function of an international organisation;
- i. mayor.

Provided further that no public function referred to in points (a) to (i) shall be understood as covering middle-ranking or more junior officials;

Provided furthermore that ‘close relatives of a politically exposed person’ includes the following:

- a. the spouse, or a person considered to be equivalent to a spouse, of a politically exposed person;
- b. the children and their spouses, or persons considered to be equivalent to a spouse, of a politically exposed person;
- c. the parents of a politically exposed person.

Provided even furthermore that persons known to be close associates of a Politically Exposed Person means natural person:

- a. who is known to have joint beneficial ownership of legal entities or legal arrangements, or any other close business relations, with a politically exposed person;
- b. who has sole beneficial ownership of a legal entity or legal arrangement which is known to have been set up for the de facto benefit of a Politically Exposed Person.

### **APPENDIX B – BENEFICIAL OWNER-s (UBO-s)**

“Beneficial owner” means any natural person who ultimately owns or controls the customer and/or the natural person on whose behalf a transaction or activity is being conducted and includes at least:

- a. in the case of corporate entities:
  - i. the natural person who ultimately owns or controls a corporate entity through direct or indirect ownership of a sufficient percentage of the shares or voting rights or
  - ii. ownership interest in that corporate entity, including through bearer shareholdings, or through control

via other means, other than a company listed on a regulated market that is subject to disclosure requirements consistent with European Union law or subject to equivalent international standards which ensure adequate transparency of ownership information.

Provided that:

- a. an indication of direct shareholding shall be a shareholding of 25% plus one share or an ownership interest of more than 25% in the customer held by a natural person; and
- b. an indication of indirect ownership shall be a shareholding of 25% plus one share or an ownership interest of more than 25% in the customer held by a corporate entity, which is under the control of a natural person, or by multiple corporate entities, which are under the control of the same natural person or persons.

Provided further that the control by other means can be verified, inter alia, based on the criteria provided for in section 142 (1) (b) and section 148 of the Companies Law;

iii. the natural person who holds the position of senior managing official if, after having exhausted all possible means and provided there are no grounds for suspicion, no person under sub-paragraph (i) of the present paragraph is identified, or if there is any doubt that the person identified is the beneficial owner:

Provided that the obliged entity shall keep record of the actions taken in order to identify the beneficial ownership under sub paragraphs (i) and (ii);

a. in the case of trusts:

- i. the settlor;
- ii. the trustee or commissioner;
- iii. the protector, if any;
- iv. the beneficiary, or where the individual benefiting from the legal arrangement or legal entity have yet to be determined, the class of persons in whose main interest the legal arrangement or entity is set up or operates;
- v. any other natural person exercising ultimate control over the trust by means of direct or indirect ownership or by other means; and

b. in the case of legal entities, such as foundations, and legal arrangements similar to trusts, the natural person holding equivalent or similar positions to the person referred to in paragraph (a).

## APPENDIX C – US TAX – FATCA DECLARATION

### US Tax Declaration Forms – Entities

#### General Instructions:

The Foreign Account Tax Compliance Act (FATCA) is a United States (US) tax law aimed at financial institutions to prevent tax evasion by US Incorporated entities, US citizens and US tax residents through use of non-US investments or accounts. Cyprus has entered into an intergovernmental agreement (IGA) with the US to implement FATCA in Cyprus. Under the IGA, the Company acts as the reporting financial institution that will have identification and reporting obligations with regard to FATCA. The Company intends to fully comply with FATCA obligations as determined by the FATCA regulation, the IGA and any associated guidance from the Cyprus Inland Revenue Department (IRD). These obligations include, but are not limited to, the identification and documentation of the FATCA status of our clients. The Company shall also report to the IRD certain information on applicable clients. The IRD shall in turn report this information to the US Internal Revenue Service (US IRS). Please consult your tax or professional adviser should you wish to understand the implications of FATCA on your particular circumstances. The Company is not liable for any loss you may suffer as a result of the company's compliance with FATCA.



For the purposes of the FATCA self-clarification:

**a. Specified U.S. Person:**

The term Specified U.S. Person means a U.S. Person, other than:

- i.** a corporation the stock of which is regularly traded on one or more established securities markets;
- ii.** any corporation that is a member of the same expanded affiliated group, as defined in section 1471(e)(2) of the U.S. Internal Revenue Code, as a corporation described in (i) immediately above;
- iii.** the United States or any wholly owned agency or instrumentality thereof;
- iv.** any State of the United States, any U.S. Territory, any political subdivision of any of the foregoing, or any wholly owned agency or instrumentality of any one or more of the foregoing;
- v.** any organization exempt from taxation under section 501(a) of the U.S. Internal Revenue Code or an individual retirement plan as defined in section 7701(a)(37) of the U.S. Internal Revenue Code;
- vi.** any bank as defined in section 581 of the U.S. Internal Revenue Code;
- vii.** any real estate investment trust as defined in section 856 of the U.S. Internal Revenue Code;
- viii.** any regulated investment company as defined in section 851 of the U.S. Internal Revenue Code or any entity registered with the U.S. Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. 80a-64);
- ix.** any common trust fund as defined in section 584(a) of the U.S. Internal Revenue Code;
- x.** any trust that is exempt from tax under section 664(c) of the U.S. Internal Revenue Code or that is described in section 4947(a)(1) of the U.S. Internal Revenue Code;
- xi.** a dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any State;
- xii.** a broker as defined in section 6045(c) of the U.S. Internal Revenue Code;
- xiii.** or any tax-exempt trust under a plan that is described in section 403(b) or section 457(g) of the U.S. Internal Revenue Code.

**a. Non-Participating Financial Institution:**

The term "Non-Participating Financial Institution" means a Non-Participating FFI, as that term is defined in relevant U.S. Treasury Regulations but does not include a Cyprus Financial Institution or other Partner Jurisdiction Financial Institution other than a Financial Institution treated as a Non-Participating Financial Institution.

**b. NFFE:**

An "NFFE" means any Non-U.S. Entity that is not an FFI as defined in relevant U.S. Treasury Regulations or is an Entity described in subparagraph (e)(x) below, and also includes any Non-U.S. Entity that is established in Cyprus or another Partner Jurisdiction and that is not a Financial Institution.

**c. Passive NFFE:**

A "Passive NFFE" means any NFFE that is not:

- i.** an Active NFFE, or
- ii.** a withholding foreign partnership or withholding foreign trust pursuant to relevant U.S. Treasury Regulations.

**d. Active NFFE:**

An "Active NFFE" means any NFFE that meets any of the following criteria:

- i.** Less than 50 percent of the NFFE's gross income for the preceding calendar year or other appropriate reporting period is passive income and less than 50 percent of the assets held by the NFFE during the preceding calendar year or other appropriate reporting period are assets that produce or are held for the production of passive income;
- ii.** The stock of the NFFE is regularly traded on an established securities market or the NFFE is a Related Entity of an Entity the stock of which is regularly traded on an established securities market;
- iii.** The NFFE is organized in a U.S. Territory and all of the owners of the payee are bona fide residents of that U.S.

Territory;

**iv.** The NFFE is a government (other than the U.S. government), a political subdivision of such government (which, for the avoidance of doubt, includes a state, province, county, or municipality), or a public body performing a function of such government or a political subdivision thereof, a government of a U.S. Territory, an international organization, a non U.S. central bank of issue, or an Entity wholly owned by one or more of the foregoing;

**v.** Substantially all of the activities of the NFFE consist of holding (in whole or in part) the outstanding stock of, or providing financing and services to, one or more subsidiaries that engage in trades or businesses other than the business of a Financial Institution, except that an entity shall not qualify for NFFE status if the entity functions (or holds itself out) as an investment fund, such as a private equity fund, venture capital fund, leveraged buyout fund, or any investment vehicle whose purpose is to acquire or fund companies and then hold interests in those companies as capital assets for investment purposes;

**vi.** The NFFE is not yet operating a business and has no prior operating history, but is investing capital into assets with the intent to operate a business other than that of a Financial Institution, provided that the NFFE shall not qualify for this exception after the date that is 24 months after the date of the initial organization of the NFFE;

**vii.** The NFFE was not a Financial Institution in the past five years, and is in the process of liquidating its assets or is reorganizing with the intent to continue or recommence operations in a business other than that of a Financial Institution;

**viii.** The NFFE primarily engages in financing and hedging transactions with, or for, Related Entities that are not Financial Institutions, and does not provide financing or hedging services to any Entity that is not a Related Entity, provided that the group of any such Related Entities is primarily engaged in a business other than that of a Financial Institution;

**ix.** The NFFE is an “excepted NFFE” as described in relevant U.S. Treasury Regulations; or

**x.** The NFFE meets all of the following requirements:

- It is established and operated in its jurisdiction of residence exclusively for religious, charitable, scientific, artistic, cultural, athletic, or educational purposes; or it is established and operated in its jurisdiction of residence and it is a professional organization, business league, chamber of commerce, labor organization, agricultural or horticultural organization, civic league or an organization operated exclusively for the promotion of social welfare;
- It is exempt from income tax in its jurisdiction of residence;
- It has no shareholders or members who have a proprietary or beneficial interest in its income or assets;
- The applicable laws of the NFFE’s jurisdiction of residence or the NFFE’s formation documents do not permit any income or assets of the NFFE to be distributed to, or applied for the benefit of, a private person or non-charitable Entity other than pursuant to the conduct of the NFFE’s charitable activities, or as payment of reasonable compensation for services rendered, or as payment representing the fair market value of property which the NFFE has purchased; and
- The applicable laws of the NFFE’s jurisdiction of residence or the NFFE’s formation documents require that, upon the NFFE’s liquidation or dissolution, all of its assets be distributed to a governmental entity or other non-profit organization, or escheat to the government of the NFFE’s jurisdiction of residence or any political subdivision thereof.

## APPENDIX D – OCCUPATION/NATURE OF SELF-EMPLOYED BUSINESS

1. Accountancy
2. Airline Services
3. Armed Services
4. Arms Manufacturing
5. Artist
6. Brokering Services
7. Catering
8. Casino / Gambling Operator (including online)
9. Call Centre

10. Charities
11. Construction
12. Company Formation Services
13. Education / Training
14. Engineering
15. Entertainment
16. Factory Worker
17. Financial Services / Banking (non-MSB)
18. Money Service Business
19. Fast Food Outlet
20. Government
21. Social Services / Healthcare
22. Human Resources
23. Information Technology
24. Insurance
25. Jewellery / Precious Metal
26. Law Enforcement
27. Leisure Businesses
28. Legal / Compliance
29. Local Council
30. Media
31. Transportation
32. Taxi Services
33. Pubs / Night Clubs / Restaurants
34. Property and Real Estate Services
35. Pharmaceuticals / Chemist
36. Secretarial
37. Utility Services (Gas, Water, Electric)
38. Shop Manager / Assistant