

IDENTIFICATION FORM - KNOW YOUR CUSTOMER (KYC)

For the fulfilment of obligations pursuant to Act No. 253/2008 Coll., on Selected Measures against Legitimation of Proceeds of Crime and Financing of Terrorism (hereinafter referred to as the "Act on AML")

IT IS SUFFICIENT TO COMPLETE THIS FORM ONCE FOR ONE LEGAL PERSON.

Business name _____ Company ID No. _____

Registered seat _____

Address for correspondence (if different from the registered seat) _____

Companies, in which you have an ownership interest, organizational units, subsidiaries, undertakings and establishments of the company in Czech Republic or abroad and their registered seat:

Name _____ Registered seat _____

Name _____ Registered seat _____

Name _____ Registered seat _____

Name _____ Registered seat _____

List all current scopes of your business activity

Sectors of your business activity:

- Production / Industry Construction / Transport Media IT / Telecommunications Other: _____
 Financial services / Insurance Public sector Tourist industry Trading activity

INSTRUCTIONS

- Please, fill in all relevant fields and information.
- If the scope of the form is not sufficient (e.g. more statutory body representatives or ultimate beneficial owners), please print and fill in the necessary number of the required pages of the form.
- This form in electronic format is available for download at www.dinersclub.cz/dokumenty, the Know your Customer (KYC) section.
- Please, send the completed and signed form together with the required documents by post to our address.
- Please, do not hesitate to contact us at kyc@dinersclub.cz in case of any questions or uncertainties.

SIGNATURE OF THE STATUTORY BODY (signature of all members of the statutory body required for a valid action for the legal person)

I declare and confirm by my signature that I have become acquainted with all necessary information and that all data provided on the members of the statutory bodies, ownership structure and ultimate beneficial owners are true, complete and up-to-date.

Name and surname

Position

Your Signature

Signature

I declare and confirm by my signature that I have become acquainted with all necessary information and that all data provided on the members of the statutory bodies, ownership structure and ultimate beneficial owners are true, complete and up-to-date.

Name and surname

Position

Your Signature

Signature

MEMBERS OF THE STATUTORY BODY AND OTHER AUTHORIZED PERSONS *1

Please, attach a copy of a valid ID card to each person *2

Your Company ID No.:

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<input type="text"/>	<input type="text"/>	Gender <input type="checkbox"/> Female <input type="checkbox"/> Male
Degree, name and surname	Birth ID No.	<input type="checkbox"/> The person is politically exposed (PEP) *6 If yes, title of the public office:
<input type="text"/>	<input type="text"/>	
Date and place of birth	Citizenship	
<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	
Permanent residence address		
<input type="text"/>		
Current residence address (if different from the permanent residence)		

.....

.....

<input type="text"/>	<input type="text"/>	Gender <input type="checkbox"/> Female <input type="checkbox"/> Male
Degree, name and surname	Birth ID No.	<input type="checkbox"/> The person is politically exposed (PEP) *6 If yes, title of the public office:
<input type="text"/>	<input type="text"/>	
Date and place of birth	Citizenship	
<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	
Permanent residence address		
<input type="text"/>		
Current residence address (if different from the permanent residence)		

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<input type="text"/>	<input type="text"/>	Gender <input type="checkbox"/> Female <input type="checkbox"/> Male
Degree, name and surname	Birth ID No.	<input type="checkbox"/> The person is politically exposed (PEP) *6 If yes, title of the public office:
<input type="text"/>	<input type="text"/>	
Date and place of birth	Citizenship	
<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	
Permanent residence address		
<input type="text"/>		
Current residence address (if different from the permanent residence)		

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*1 In addition to the statutory body, customer shall identify persons authorized to act on behalf of the legal entity in the subject transaction, i.e. the head of the registered branch or other person acting in the subject transaction based on an authorization.

*2 Identity documents accepted for the identification purposes – an ID card (a copy of the front and back side) for the citizens of the Czech Republic and the Slovak Republic, an ID or a passport (a copy of the identification double-page) and a residence card (a copy of the front and back side) for foreigners. The document with a photograph must clearly show the name and surname, date and place of birth, permanent residence address and nationality.

*3 If it concerns the so-called politically exposed persons (abbreviated as "PEP"), we kindly ask you to state the title of their public office. For the purposes of this Act on AML, a politically exposed person shall mean

- a) each individual, who is or was in a prominent public function with nation-wide or regional responsibilities, such as a head of State, a head of government, a minister and deputy or assistant minister, a member of parliament, a member of governing bodies of political parties, a leading representative of local government, a member of Supreme court, a Constitutional court and other high-level judicial body, decisions of which are not subject to further appeal, except in exceptional circumstances, a member of central bank board, high-ranking military officer, a member or representative of a member which is a legal person of statutory body of state-owned business corporation controlled by the State, an ambassador or chargé d'affaires, and/or a natural person, who is or was in similar function in other state or in European Union body and/or in international organisation,
- b) a natural person, who is:
 - 1. a person known to be a close associate to a person stipulated under letter a),
 - 2. a business partner or a beneficial owner of a legal person, a trust or any other legal arrangement without legal personality as a person stipulated under letter a) or is known to the obliged entity as a person in a close business relationship with a person under letter a), or
 - 3. a beneficial owner of a legal person, a trust or other legal arrangement without legal personality known to the obliged entity as a person created in favour of a person under letter a).

Obligations and limitations related to politically exposed persons shall be applied within 12 months since the day when politically exposed person terminates to perform a relevant position at least.

FULL OWNERSHIP STRUCTURE OF THE COMPANY

Your Company ID No.:

If the company is owned by legal persons, please list all legal persons with their percentage share in your company in case they own or control at least 10% of your company and lead to the identification of the ultimate beneficial owners. State the information about the ultimate beneficial owners on the following page.

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Business name / name of the legal person Company ID No. / other reg. or ID number Share in %

Registered seat

List the current scopes of business activity of the legal person

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Business name / name of the legal person Company ID No. / other reg. or ID number Share in %

Registered seat

List the current scopes of business activity of the legal person

.....

Degree, name and surname Gender Female Male

Date and place of birth Birth ID No. Share in %

Permanent residence address

.....

Degree, name and surname Gender Female Male

Date and place of birth Birth ID No. Share in %

Permanent residence address

.....

Degree, name and surname Gender Female Male

Date and place of birth Birth ID No. Share in %

Permanent residence address

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Foreign legal persons shall deliver an excerpt from commercial register or other similar public evidence from country of residence.

ULTIMATE BENEFICIAL OWNERS

Please, attach a copy of a valid ID card to each person*4

Your Company ID No.: _____

If no individual meets the criteria for the ultimate beneficial owner, the members of the statutory body of the last legal person in your ownership structure shall be considered to be the ultimate beneficial owner.

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_____	_____	Gender	<input type="checkbox"/> Female	<input type="checkbox"/> Male	_____
Degree, name and surname	Birth ID No.				Share in %
_____	_____		<input type="checkbox"/>	The person is politically exposed (PEP)*6	
Date and place of birth	Citizenship		If yes, title of the public office:		
_____	_____	Category: *5			
Permanent residence address		<input type="checkbox"/> 1	<input type="checkbox"/> 2		
_____		<input type="checkbox"/> 3	<input type="checkbox"/> 4		
Current residence address (if different from the permanent residence)					

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_____	_____	Gender	<input type="checkbox"/> Female	<input type="checkbox"/> Male	_____
Degree, name and surname	Birth ID No.				Share in %
_____	_____		<input type="checkbox"/>	The person is politically exposed (PEP)*6	
Date and place of birth	Citizenship		If yes, title of the public office:		
_____	_____	Category: *5			
Permanent residence address		<input type="checkbox"/> 1	<input type="checkbox"/> 2		
_____		<input type="checkbox"/> 3	<input type="checkbox"/> 4		
Current residence address (if different from the permanent residence)					

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_____	_____	Gender	<input type="checkbox"/> Female	<input type="checkbox"/> Male	_____
Degree, name and surname	Birth ID No.				Share in %
_____	_____		<input type="checkbox"/>	The person is politically exposed (PEP)*6	
Date and place of birth	Citizenship		If yes, title of the public office:		
_____	_____	Category: *5			
Permanent residence address		<input type="checkbox"/> 1	<input type="checkbox"/> 2		
_____		<input type="checkbox"/> 3	<input type="checkbox"/> 4		
Current residence address (if different from the permanent residence)					

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*4 Identity documents accepted for the identification purposes – an ID card (a copy of the front and back side) for the citizens of the Czech Republic and the Slovak Republic, an ID or a passport (a copy of the identification double-page) and a residence card (a copy of the front and back side) for foreigners. The document with a photograph must clearly show the name and surname, date and place of birth, permanent residence address and nationality.

*5 For the individual ultimate beneficial owners, state one of the following categories defined in the appropriate box: **An ultimate beneficial owner is any individual**, having factual or legal possibility to realize directly or indirectly decisive influence in legal person; the ultimate beneficial owners shall namely include an individual, who:

- 1 alone or in connection with other persons acting in concert with that person handle more than 25 % of voting rights of the business corporation, or has more than 25 % share in ordinary stock;
- 2 alone or in connection with other persons acting in concert with the natural person controls person stipulated in point 1,
- 3 should be recipient of at least 25 % of profit of business corporation
- 4 is a member of a statutory body, representative of legal person in such body and/or in position similar to member of statutory body if there is no beneficial owner or it is not possible to determine it in accordance to points 1, 2 or 3

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- a) each individual, who is or was in a prominent public function with nation-wide or regional responsibilities, such as a head of State, a head of government, a minister and deputy or assistant minister, a member of parliament, a member of governing bodies of political parties, a leading representative of local government, a member of Supreme court, a Constitutional court and other high-level judicial body, decisions of which are not subject to further appeal, except in exceptional circumstances, a member of central bank board, high-ranking military officer, a member or representative of a member which is a legal person of statutory body of state-owned business corporation controlled by the State, an ambassador or chargé d'affaires, and/or a natural person, who is or was in similar function in other state or in European Union body and/or in international organisation,
- b) a natural person, who is:
 1. a person known to be a close associate to a person stipulated under letter a),
 2. a business partner or a beneficial owner of a legal person, a trust or any other legal arrangement without legal personality as a person stipulated under letter a) or is known to the obliged entity as a person in a close business relationship with a person under letter a), or
 3. a beneficial owner of a legal person, a trust or other legal arrangement without legal personality known to the obliged entity as a person created in favour of a person under letter a).

Obligations and limitations related to politically exposed persons shall be applied within 12 months since the day when politically exposed person terminates to perform a relevant position at least.