

Note: Please complete the sections that apply. Companies should fill out both the Company Information section and the Signature lines for authorised signatories. Individuals may leave the Company Information section blank.

BRANCH: ☐ Kingston ☐ Montego Bay **BPM ACCOUNT NO.:** _____ **ACCOUNT TYPE:** _____

As part of the Anti-Money Laundering (AML) and Counter-Financing of Terrorism (CFT) Policy, we are required to obtain information on our customers' source of funds. This form must be completed for all transactions equaling or exceeding **USD \$15,000.00** or its equivalent amount in any other currency. Accordingly, I/We:

INDIVIDUAL

Name _____ / _____ / _____
FIRST MIDDLE LAST

TRN _____

Date of Birth _____

Occupation _____ Years _____

Type/ Nature _____

Employer/ Organization _____

Home/ Permanent Address _____

Mailing Address _____

E-mail _____

Tel: (W) _____ (H) _____ (C) _____

COMPANY

Company Name _____

TRN/ TIN _____

Date of Incorporation _____

Nature of Business: _____

Registration / Certificate No. _____

Registered Office Address _____

Mailing Address _____

Principal Contact Person: _____

E-mail _____

Tel: (W) _____ (H) _____ (C) _____

SOURCE OF FUNDS

I/We hereby declare that the source of the funds that I/we shall be depositing into my/our account is/are from (Tick as appropriate):

☐ SALARY ☐ SAVINGS ☐ DIVIDEND ☐ BUSINESS INCOME ☐ SALE OF PROPERTY ☐ INTEREST
☐ OTHER: _____

ESTIMATED PROJECTIONS & ACCOUNT FUNDING

ACTIVITIES	CURRENCY	AMOUNT (\$)	FREQUENCY	METHOD OF PAYMENT
Expected Lodgements				

SOURCE OF WEALTH DETAILS

Please check the appropriate source(s) and **provide one (or more, if necessary)** of the stated supporting documents. Also note that additional information may be requested following a Compliance review.

COMPANY OWNERSHIP AND PROFITS

- Certified copy of latest audited company accounts; or ☐
- Signed letter from certified accountant detailing profits; or ☐
- Corporate documents detailing ownership supplemented with a completed Site Visit Confirmation; or ☐
- Start-up – Director's Statement confirming nature of business and comprehensive details of financial support/backing; or ☐
- Signed letter from Attorney-at-Law or certified accountant; or ☐
- Copy of contract of sale, plus bank statement showing proceeds; or ☐
- Copies of media coverage (if applicable) as supporting evidence. ☐

SALE OF COMPANY AND OR COMPANY ASSETS

SALES OF SHARES OR OTHER INVESTMENTS/LIQUIDATION OF INVESTMENT PORTFOLIO:

- Certified copies of current investment/savings certificates, contract notes or bank statements in your name; or ☐
- Confirmation from the relevant investment company; or ☐
- Bank statement no older than six (6) months clearly showing receipt of funds or investment/financial company statement; or ☐
- Signed letter detailing funds from a certified accountant. ☐

SALE OF PROPERTY/ OTHER ASSETS (Art, Antiques, equipment etc.):

- Signed letter from Attorney-at-Law; or ☐
- Certified copy of Purchase/Sale agreement; or ☐
- Signed letter from real estate agent. ☐

SAVINGS/SALARY/COMMISSION/EARNINGS/EMPLOYMENT

- Original or certified copy of a pay slip from within last three (3) months; or ☐
- Letter from employer confirming salary (& or bonus payments for the last two (2) years); or ☐
- Bank statements clearly showing receipt of regular salary payments for the last three (3) months from employer; or ☐
- If self-employed - Latest audited accounts & or company bank statement(s) for the last six (6) months. ☐

INHERITANCE OR DIVORCE SETTLEMENT

- Grant of probate (with a copy of the will), which must include the value of the estate; or ☐
- Signed letter from Attorney-at-Law stating details of settlement; or ☐
- Bank statements: only if they clearly state client's full name, address and shows the origin of the funds. ☐

GIFTS

- Evidence of Donor's wealth in-keeping with this form and a letter from the donor confirming details of the gift; or ☐
- Legal documentation evidencing gift where possible; or ☐
- Written consent from you to confirm details of the gift with the benefactor. ☐

TRUST DISTRIBUTIONS

- Beneficiary status detailing the size of the trust's assets &/or frequency and volume of distributions &/or; ☐
- Written consent to confirm details of distribution from the trustee; or ☐
- On official letterhead of The trustee a Declaration of Primary Contributor (of assets), Principalship. ☐

RELEASE OF PENSION (VIA OCCUPATIONAL OR SOCIAL SECURITY PENSION SCHEMES)

- Statements from source for the last six (6) months; or ☐
- Letter from Pension Administrator. ☐

COMPENSATION PAYMENTS

- Letter/Court order from compensation body; or ☐
- Signed letter on official letterhead from Attorney-at-Law. ☐

LOAN

- Loan agreement; or ☐
- Recent loan statements; or ☐
- Promissory Notes. ☐

GAMBLING PROCEEDS

- Copy of receipt proving your winnings from gambling house; or ☐
- Official letter from relevant organisation (Lottery Headquarters/Betting Shop/Casino/Charity); or ☐
- Bank statement showing funds deposited by awarding company. ☐

MULTIPLE SOURCES

- Where investment funds are made up of multiple sources, a regulated Accountant or Attorney-at-Law who has maintained a relationship of no less than three (3) years with the client may certify the source of funds via an official letter detailing all of the particulars of the various sources. ☐

I declare that the information provided above and attached are derived from legitimate sources as stated above and to the best of my knowledge and belief, true and accurate. I further confirm, where legally obligated to do so, I give consent to BPM Financial Limited to disclose this information to the relevant Money Laundering Prevention and Regulatory Bodies to ensure that BPM Financial Limited is compliant with money laundering & counter-financing of terrorism legislation.

Signature(s) of Account Holder(s)/ Director(s):

Name _____ Signature _____ Date _____

Name _____ Signature _____ Date _____

Name _____ Signature _____ Date _____

Name _____ Signature _____ Date _____

Name _____ Signature _____ Date _____

Name _____ Signature _____ Date _____

FOR OFFICIAL USE ONLY

Transaction Taken By (Officer)

Signature

Date

SOURCE OF WEALTH /FUNDS VERIFICATION GUIDELINE

PURPOSE

In order to comply with our regulatory obligations, we are obliged to obtain information about our client's source of funds and source of wealth. Information is required for those providing funds or assets to BPM FINANCIAL LIMITED (BPM). This AML/CFT Policy & Guide has been designed to prevent the use of its operations as a conduit for money laundering and terrorist activities.

This guideline has been developed to assist employees and clients of BPM in gathering the appropriate documentary evidence to substantiate sources of funds and or wealth. The broad areas of sources provided are listed for guidance purposes and are neither specific requirements nor exhaustive. The Declaration and Substantiation of Wealth/Funds (DSOW/F) Form must be completed to support the documentary evidence.

BPM will only accept funds transfers or monetary instruments from legitimate operations of its clients. The DSOW/F form can or will be obtained at the inception of a client relationship, during the course of the relationship or in response to a transactional activity that appears to be misaligned with the client's profile.

BPM's AML/CFT measures will seek to identify the sources of assets and, from an anti-terrorist financing perspective, the company will strive to identify the recipients and ends to which funds are likely to be placed. There will be some complexity in transactions, which often involve multiple stages of activity in the transfer and investment of wealth. Therefore, it becomes imperative that there is full disclosure on the nature of business transactions to provide reasonable assurance on the integrity of them.

DEFINITIONS

- **Source of Funds** is generally understood to be the means by which funds for a particular business relationship or occasional transaction have been generated. For example: salary, sale of an asset, loan disbursement, bonus payment or investment redemption.
- While **Source of Wealth**, describes those economic activities that generated the total net worth of a person's or a company's net assets and property. For example: inheritance, entrepreneurial undertakings or profession.

SOURCES

Other suitable documentary evidence may be required in circumstances where it may be difficult to fit the sources of funds into a specific category as listed above. In circumstances where investment funds are made up of multiple sources, a certified accountant or lawyer who has maintained a relationship of no less than three (3) years with the client may certify the source of funds via an official letter detailing all of the particulars of the various sources.

Should there be other unique or challenging circumstances surrounding a client's wealth, seek the guidance of the Compliance Department.