

KYC - CUSTOMER PROFILE

Date	Branch	A/C No
Name		Nationality
Address (Office)		Telephone
Address (Home)		Telephone
Occupation/Line of Business		
Who introduced you to the bank?		
Profession/Occupation		
Name of Company		
Self Employed? <input type="checkbox"/> Yes <input type="checkbox"/> No	Job Title	Annual Income

ADDITIONAL INFORMATION

Type and source of funds to operate account

Type to operate Account Cash Manager's Cheque TT/Inward Remittance

Source of Funds to operate Account

If individuals	Amount (expected annual)	If Corporate or individual in business	Amount (Expected Annual Turnover)
<input type="checkbox"/> Salaries			<input type="checkbox"/> Trading
<input type="checkbox"/> Business income			<input type="checkbox"/> Retailing
<input type="checkbox"/> Sale of Property			<input type="checkbox"/> Other
<input type="checkbox"/> Others			

OTHER THAN INCOME FROM YOUR OCCUPATION, PLEASE TELL US ANY OTHER SOURCE OF INCOME EARNED BY YOU.

Investments Director's Fees Dividend

TRANSACTIONS YOU MAY DO THROUGH ACCESS BANK (Expected Account Activity)

Product	Amount	Product	Amount
Investment Deposits (Money Market)		Standing Order	
Manager's Cheque/Transfers		Electronic Banking	
Loans (Secured Advances)		Hold Mail Box	
Others			

Client Profile: Provide a snapshot of customer, source of funds, expected account activity, background etc.

Account Officer

Relationship Manager

Anti-money Laundering Risk Management Worksheet

1. Is the customer's core business activity one of the defined "High Risk Business" and if so, which?

No
Yes. Management concurs with the "High Risk" assessment and opening the account subject to High Risk Account Monitoring
Yes. Management judge mentally assesses the account as "Low Risk" (provide justification below)

2. Is the customer located in a "High Risk" geography and/or does the customer deal principally with customer or suppliers who are locate din such geographies

No
Yes. (List which countries)

3. Is the customer:

A Public Figure?
Expected to handle business activity on the account?
Expected to use High Risk Products?

If any of a - c is "High Risk", the classification should be "High Risk". If judgementally classified "Low Risk", then explain.

JUSTIFICATION/COMMENTS

CLASSIFICATION High Risk Low Risk Compliance

Account Officer

Relationship Manager

* Relationship Manager not below the level of Manager

VISITATION REPORT

Full Name of Staff Visiting

Staff ID

Date of Visitation

Address Visited

Met With (Name)

Met With - (Designation)

Location - (Color of Building during Visit)

Location - (Land Mark)

Location - (Description of Building)

Other Remarks

I hereby confirm the existence of the prospective Customers address as stated above.

Visiting Staff Signature

Date Signed

* Caution: Do not complete Visitation Report if Physical Address verification is not carried out