

## **BENEFICIAL OWNERSHIP FORM - Completion Instructions**

### **Advice to Determine the Beneficial Owner for Individuals:**

#### **Section (A)**

Identify the person or persons who are the beneficial owner(s) of each account (or claim), and accounts opened under the name of a nominee account holder.

**Source/origin of funds:** when completing this section please be as specific as possible. For example if the money was gained from employment, then please state your *profession* and detail the *line of business*, or if it was a gift then please state the *name of the donor*. i.e.

- Earnings as an **electrician**
- Employment in commercial **property**
- A **gift** from **Mr Smith**
- Company profits from **telecoms** consultancy

### **Advice to Determine the Beneficial Owner for 'Companies' i.e. Companies, Institutions and Organisations:**

#### **Section (A)**

The beneficial owner(s) of the 'company' is/are the physical person(s) who is/are economically in control of the 'company' and able to make independently the important decisions. If there is a predominant shareholder then this person is the decision maker and the managing director is only the executor of the decisions.

If the 'company' is quoted on the stock market, it is assumed that the shareholders are scattered and therefore the managing director and/or the board of directors are the decision makers. However, the managing director must in this case state that the 'company' has been acting, in relations with BCCI, on its own behalf and not as trustee for another person.

If the managing director is the real decision maker then the document should be marked with the seal of the 'company' and signed by the managing director. A copy of the managing director's passport should be attached.

#### **Section (B)**

Under the declaration of the origin of funds, the beneficial owner must answer the question where the money comes from in economic terms, for example a brief description of the economic activities of the 'company' that generated the deposited funds and not the account from where the monies were transferred.

Once completed please return to:

BCCI CREDITORS CLAIMS, REF: ART 39  
ATHENE PLACE, 5TH FLOOR  
66 SHOE LANE  
LONDON EC4A 3BQ  
UK

**Declaration of Beneficial Owner(s) / Origin of Funds Deposited with BCCI SA**

**FOR PHYSICAL PERSONS**

BCCI SA UK Customer Reference: \_\_\_\_\_  
for Claim Reference: \_\_\_\_\_

*If you have any questions when completing this form, call the Advice Line.*

The undersigned account holder(s) / claimant(s), domiciled at:

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

hereby declare that:

(A) **the real beneficial owner(s)** of the account / claim with BCCI SA is/are

Name	Address
1) _____	_____
2) _____	_____
3) _____	_____
4) _____	_____

*(if insufficient space, please enclose further attachments)*

Signed by all authorised signatories of the account / claim:

Name	Signature	Date
1) _____	_____	___/___/___
2) _____	_____	___/___/___
3) _____	_____	___/___/___
4) _____	_____	___/___/___

(B) The **beneficial owners** as indicated under A) hereby confirm to be the beneficial owner(s) and declare that the **source / origin of the funds** held in the above mentioned account(s) is:

\_\_\_\_\_

**For identification purposes, the beneficial owner(s) must enclose with this statement, a copy of a valid passport or ID.**

Name	Signature	Date
1) _____	_____	___/___/___
2) _____	_____	___/___/___
3) _____	_____	___/___/___
4) _____	_____	___/___/___

**For Official Use Only: INITIAL \_\_\_\_\_ VERIFIED \_\_\_\_\_ DATE \_\_\_\_\_**