



ANTI-MONEY LAUNDERING CLIENT IDENTIFICATION

As Payplus is a business operating in the financial services sector we must comply with the UK Money Laundering Regulations. We therefore must have the following information in respect of:

- All shareholders with 25% or more of shares in the company.
- If there are corporate shareholders with 25% or more shares, then we will need details of individual shareholders with 25% or more of shares in that company.
- All partners in a partnership.
- All board members in a charity.
- The Headteacher for a school or academy.

For each relevant individual identified above please complete their details on the form on the next page and return the completed form to your Payplus contact.

If any individual on the list below is a **non-UK Citizen**, then we will also need:

- A certified copy of their photo ID such as Passport/Driving Licence; and
- A certified copy of proof of address such as a phone or utility bill.

The certification must be given by a qualified accountant or solicitor.

Client name:		Date:		Ref (Office use only):	
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Money Laundering –Client ID - Confirmation of Identity and Address

List below all shareholders holding 25% or more of the shares, all partners in a partnership, all board members in a charity.

<i>Full Name</i>	<i>Date of Birth</i>	<i>Nationality</i>	<i>Home Address</i>	<i>Office Use only ID confirmed Pass/Refer</i>

No payroll work will be undertaken until both identity and address have been confirmed for all relevant parties.