



## CUSTOMER DUE DILIGENCE FORM FOR SERVICE PROVIDERS & SUPPLIERS PROFILE

1.	NAME OF ORGANIZATION:	
2.	CUSTOMER LEGAL NAME:	
3.	COUNTRY OF INCORPORATION:	
3.1	DATE OF INCORPORATION AND REGISTRATION NO.:	
4.	COUNTRIES WHERE PRODUCTS AND SERVICES ARE OFFERED: <i>(List Countries and not Continents)</i>	
5.	ECONOMIC SECTOR: <i>(e.g. Financing, Industrial, Manufacture, Petroleum, Textile, Oil &amp; Gas, etc.)</i>	
6.	PRODUCT OR SERVICES OFFERED:	
7.	CONTRACTOR(S)/SUPPLIER(S) OF PRODUCTS:	
7.1	COMPANY'S NAME:	
7.2	LOCATION:	
7.3	PHYSICAL ADDRESS:	
7.4	CONTACT PERSON:	
7.5	TELEPHONE NOS#:	



7.6	FAX NO.:#	
7.7	MOBILE:#	
7.8	EMAIL:	
7.9	SERVICE TYPE: (EQUIPMENT, FURNITURE, MANUFACTURED PRODUCT, TECHNOLOGY, SERVICES, ETC.):	
8.	PHYSICAL ADDRESS:	
8.1	REGISTERED OFFICE	
8.2	PRINCIPAL OPERATING ADDRESS	
8.3	HEAD QUARTERS <i>(if different from above)</i>	
9.	EMAIL ADDRESS:	
10	WEBSITE ADDRESS:	
11.	<b>MAIN CONTACT:</b>	
11.1	NAME:	
11.2	NATIONALITY:	
11.3	MOBILE NUMBER:	
11.4	FACSIMILE NUMBER:	
11.5	E-MAIL ADDRESS:	



12.	<b>PARENT COMPANY IF ANY</b>	
13.	<b>SHAREHOLDING STRUCTURE:</b> <i>(information about all shareholders. To attach profiles/CV; certified copies of their identification i.e. relevant passport pages as well as their notarized statements of net-worth of Key-Promoters)</i>	
14.	<b>MEMBERS OF THE BOARD OF DIRECTORS:</b> <i>(To attach profiles/CVs and certified copies of identification. To specify according to executive and non-executive)</i>	
15.	<b>AUTHORIZED SIGNATORIES:</b> <i>(Name and Nationality of Person(s) authorized to execute contracts with Afreximabnk)</i>	
16.	<b>NAME AND CONTACT DETAILS OF LEGAL ADVISORS:</b> <i>(physical address/telephone/Mble/Fax/email.etc.)</i>	
17.	<b>NAME AND CONTACT DETAILS OF EXTERNAL AUDITORS:</b> <i>(Physical address/Telephone/Mble/Fax/email, etc.)</i>	
18.	<b>REFERENCES:</b> <i>(Banking or Commercial)</i>	
19.	<b>AFFILIATE/SUBSIDIARY COMPANIES AND THEIR OWNERSHIP STRUCTURES:</b>	
20.	<b>DETAILS OF SHAREHOLDERS/DIRECTORS/KEY EXECUTIVES WHO HOLD POSITIONS IN THE PUBLIC SECTOR/GOVERNMENT</b> <i>(both local and foreign) AND THEIR RESPECTIVE POSITIONS</i>	
21.	<b>CONFIRMATION OF COMPLIANCE WITH WORKPLACE SAFETY, ENVIRONMENTAL RISK AND SOCIAL MANAGEMENT REGULATIONS</b> <i>(To attach evidence e.g. appropriate Certification/ Environmental Impact Assessment Report)</i>	



22.	SANCTIONS: IS THE COMPANY, COMPANY'S SHAREHOLDERS/ MEMBERS OF THE BOARD OF DIRECTORS UNDER ANY SANCTIONS OR RESTRICTIONS. IF YES, PLEASE PROVIDE DETAILS	
23	COMPANY'S TRACK RECORD	

### CERTIFICATION

I/we ..... *(Name and position in the company)*, on behalf of  
 ..... *(Name of Company)*, do hereby declare that:

		YES	NO	N/A
1.	The business that the Company is involved in does not include any proceeds of crime/money laundering.			
2	The Company is not involved in Financing of Terrorism or other financial crimes.			
3.	The company is not a shell company i.e has a physical presence in the country (ies) of operation.			
4.	The companies performs due diligence on all counterparties i.e. customers, contractors, employees, and other parties;			
5.	The Company conducts background checks on counterparties and does not deal with parties involved in money laundering, financing of terrorism and other financial crimes			
6	..... <i>(name of company)</i> is compliant with anti-bribery laws and regulations of the operating country (ies).			
7	No legal action been brought against the company before the regulatory organ regarding violations of anti-money laundering and/or terrorist financing laws and regulations. <i>(If there is any. Please provide details of name of case and court references and summary of the outcome of court proceedings)</i>			
8	All information provided above is true and represents ..... <i>(name of company)</i>			

**COMPLETED BY:**

**DATE:**



**TITLE:**

**SIGNATURE AND STAMP:**

### **CHECKLIST OF REQUIRED INFORMATION (CORP)**

	Memorandum & Articles of Association (certified copy)
	Certificate of Incorporation (certified copy) (Commercial Registration and Tax ID)
	Certificate of Change of Name (if applicable)
	Confirmation of Changes in ownership structure/shareholders in the past 5 years.
	Company's Annual Report and Financial Statements for the past 3 years;
	Board of Directors individual profile (CVs)
	Information on company's profile including registered jurisdictions, physical addresses (P.O.Box is not acceptable), Directors including Independent Directors, company's external auditors, type of business, etc.
	Ownership structure (including key promoter(s), comprehensive list of shareholders, respective percentages of their stakes in company, biographies (CVs) of individual promoters/owners of company with relevant certified passport pages or national identity card.
	Declaration of initial sources of funding by key promoters and their notarized statements of net-worth which includes other business interests (shareholding) in other companies
	Name of Parent/Holding Company (if applicable); statutory information to include; Certificate of Incorporation; Memorandum & Articles of Association, others
	Detailed individual and/or parent company profile and shareholding structure; Board of Directors; key management team; subsidiaries; nominees; trustees; etc.
	Biographies (CVs) of key management team of company;
	Type of Business, contractor(s) and supplier(s) detailed information;
	Supplier(s) information: Provide detailed information about the supplier(s), type of services being offered, telephone/Mobile Nos: #, physical address (es), location(s), etc., if applicable.