

SUPPLIER / CUSTOMER KYC CHECK FORM*Know Your Customer — Counterparty Due Diligence*

Samchrome official compliance policy is “[Integrity in every decision. Compliance in every action. Trust in every transaction](#)”, reflecting the Company’s core values, development goals and strategic positioning..

Fields marked * are mandatory. Please complete all sections in BLOCK LETTERS and attach the supporting documents listed in Section 7.

1. COMPANY INFORMATION

Legal Name of Entity*	
Trading / Commercial Name	
Registration / Trade Licence No.*	
Registration Date*	
Licence Expiry Date*	
Country of Establishment*	
Licensing / Registering Authority*	
Registered Address*	
Country(ies) of Operations* <i>(countries from which the business is operated / managed)</i>	
Principal Business Activity*	
Website	
Contact Person / Designation*	
Email / Telephone*	

2. LEGAL STATUS OF THE COMPANY

☐ Sole Proprietorship	☐ Public Limited Company
☐ Partnership Company	☐ Private Limited Company
☐ Limited Liability Company	☐ Branch of a Foreign Company
☐ Free Zone Company	☒ Trust / Club / Society / Association
☐ Others (please specify):	

3. TAX INFORMATION

Tax Registration Number (TRN / VAT / GST No.)*	
Tax Registration Date*	
Country / Jurisdiction of Tax Registration*	
Is the entity tax registered in any additional jurisdiction?	☐ Yes ☐ No
If Yes, specify jurisdiction(s):	

4. OWNERSHIP AND GOVERNANCE**4.1 Ultimate Beneficial Owners / Shareholders (all holders of 25% or more, and every ultimate natural person owner)**

S. No.	Full Name	Nationality	Passport / ID No.	Residential Address	Ownership %
1					
2					
3					
4					

4.2 Directors, Officers and Key Managerial Personnel

S. No.	Full Name	Nationality	Passport / ID No.	Position / Designation
1				
2				
3				

4.3 Shareholding Structure (describe the ownership chain up to the ultimate beneficial owner; attach a group structure chart where applicable)**5. POLITICALLY EXPOSED PERSONS (PEP)**

Is any of the shareholder / beneficial owner / key managerial person Politically Exposed?	☐ Yes ☐ No
Person's Name	
Position	
Country	
Is any of the shareholder / beneficial owner / key managerial person related to a PEP?	☐ Yes ☐ No
Person's Name	
Person's Country	
Person's Position	
Nature of Relationship	

A Politically Exposed Person (PEP) is a natural person who is or has been entrusted with a prominent public function, including their family members and close associates.

6. COMPLIANCE AND POLICIES

Business Conduct / Code of Ethics Policy *	☐ Yes ☐ No	Doc. attached: ☐ Yes ☐ No
Anti-Corruption and Sanctions Policy *	☐ Yes ☐ No	Doc. attached: ☐ Yes ☐ No
Anti-Money Laundering (AML) / CFT Policy *	☐ Yes ☐ No	Doc. attached: ☐ Yes ☐ No
Competition / Antitrust Compliance Policy *	☐ Yes ☐ No	Doc. attached: ☐ Yes ☐ No
Banking Relationship – Good Standing Letter from Bank *	Bank name:	
Good Standing Letter attached: ☐ Yes ☐ No		
Has the entity, its owners or directors been subject to sanctions, investigation, prosecution or debarment in the last five (5) years?	☐ Yes ☐ No	If Yes, attach details

7. SUPPORTING DOCUMENTS CHECKLIST

☐ Trade Licence / Certificate of Incorporation	☐ Tax / VAT Registration Certificate
☐ Memorandum & Articles of Association	☐ Group / Shareholding Structure Chart
☐ Passport / ID copies of UBOs and Directors	☐ Bank Good Standing Letter
☐ Board Resolution / Power of Attorney	☐ Copies of Compliance Policies (Section 6)

8. DECLARATION AND AUTHORISATION

I hereby acknowledge and declare that all the information provided in this Know Your Customer (KYC) form is true and complete, and I undertake to inform you of any changes.

I further confirm that:

- (a) I am duly authorised to complete and sign this form on behalf of the entity named above;
- (b) the entity, its beneficial owners, directors and key managerial personnel are not subject to any sanctions imposed by the United Nations, the United Arab Emirates, the United States (OFAC), the European Union or the United Kingdom;
- (c) any change to the information provided will be notified to Samchrome FZE in writing within thirty (30) days of such change; and
- (d) I consent to Samchrome FZE verifying the information provided and processing it for due diligence, compliance and record-keeping purposes in accordance with applicable law.

Name *		
Position / Designation *		
Date *		
Place *		
Signature (wet-ink signature required)	Company Stamp (original stamp required)	

9. FOR INTERNAL USE ONLY — REMARKS BY SAMCHROME FZE

Remarks:

Requested By		Signature
Approved By		Signature
Approved By		Signature