

**Questionnaire for completion by clients to register a Private Company in
Cyprus**

(Prevention and Suppression of Money Laundering Activities Law No. 188 (I) / 2007)

A. Proposed Company Name:.....

B. General description of the business activities:.....

.....

C. Beneficial owner

i) Natural Person

Name/Surname:.....

ID Card:.....

Passport No.:.....

Work Address:.....

Home Address:.....

Telephone No. / Mobile:.....

Please attach the following:

- 1) Certified copy of passport;
- 2) Recent utility bill (at least 6 months);
- 3) Reference Letter from Bank / Accountant / Auditor / Lawyer.
- 4) CV

ii) Legal Person

Company Name:.....

Country of Registration:.....

Registration No.:.....

Registered Office Address:

Brief Description of business activities:

.....

Please attach the following:

- 1) Certified copies of certificates of incorporation, registered office and certificates of shareholders, directors and secretary;
- 2) Certified copy of Memorandum and Articles of Association;
- 3) Reference Letter from Bank / Accountant / Auditor / Lawyer;
- 4) Certificate of Good Standing.

D. Details of Shareholders

i) Natural Person

Name/Surname:.....

ID Card:.....

Passport No.:.....

Work Address:.....

Home Address:.....

Telephone No. / Mobile:.....

Please attach the following:

- 1) Certified copy of passport;
- 2) Recent utility bill (at least 6 months);
- 3) Reference Letter from Bank / Accountant / Auditor / Lawyer.

ii) Legal Person

Company Name:.....

Country of Registration:.....

Registration No.:.....

Registered Office Address:

Brief Description of business activities:
.....

Please attach the following:

- 1) Certified copies of certificates of incorporation, registered office and certificates of shareholders, directors and secretary;
- 2) Certified copy of Memorandum and Articles of Association;
- 3) Reference Letter from Bank / Accountant / Auditor / Lawyer;
- 4) Certificate of Good Standing.

E. Directors

i) Natural Person

Name/Surname:.....

ID Card:.....

Passport No.:.....

Work Address:.....

Home Address:.....

Telephone No. / Mobile:.....

Please attach the following:

- 1) Certified copy of passport;
- 2) Recent utility bill (at least 6 months);
- 3) Reference Letter from Bank / Accountant / Auditor / Lawyer.

ii) **Legal Person**

Company Name:.....

Country of Registration:.....

Registration No.:.....

Registered Office Address:

Brief Description of business activities:

Please attach the following:

- 1) Certified copies of certificates of incorporation, registered office and certificates of shareholders, directors and secretary;
- 2) Certified copy of Memorandum and Articles of Association;
- 3) Reference Letter from Bank / Accountant / Auditor / Lawyer;
- 4) Certificate of Good Standing.

F. Secretary

i) **Natural Person**

Name/Surname:.....

ID Card: :.....

Passport No.:.....

Work Address:.....

Home Address:.....

Telephone No. / Mobile:.....

Please attach the following:

- 1) Certified copy of passport;
- 2) Recent utility bill (at least 6 months);
- 3) Reference Letter from Bank / Accountant / Auditor / Lawyer.

ii) **Legal Person**

Company Name:.....

Country of Registration:.....

Registration No.:.....

Registered Office Address:

Brief Description of business activities:
.....

Please attach the following:

- 1) Certified copies of certificate of incorporation, registered office and certificates of shareholders, directors and secretary;
- 2) Certified copy of Memorandum and Articles of Association;
- 3) Reference Letter from Bank / Accountant / Auditor / Lawyer;
- 4) Certificate of Good Standing.

G. Contact details and Invoicing

1. Contact Person:.....

2. Address:

3. Telephone:

4. Fax:

5. Email:.....

H. Declaration / Consent

I am the ultimate beneficial owner of the proposed private company and I hereby declare and confirm the following:

1. The above information is true and accurate.
2. The above information can be disclosed to any relevant supervisory or other authority of the Republic of Cyprus, if such disclosure is required by Law.
3. I have not benefit directly or indirectly from any criminal conduct anywhere in the world and / or benefit from any funds which consist of proceeds of criminal conduct.

.....
Name (in full) and Signature

Date:.....