

**Form 1 - NATURAL PERSONS who are CITIZENS OF or RESIDENT IN the RSA****INFORMATION TO BE SUPPLIED IN TERMS OF SECTION 21  
OF THE FINANCIAL INTELLIGENCE CENTRE ACT, NO. 38 of 2001**

Full names: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Identity number: \_\_\_\_\_

\* SARS Income tax number (if available): \_\_\_\_\_

Residential address: \_\_\_\_\_

\_\_\_\_\_

Contact particulars:

Tel No: \_\_\_\_\_

Fax no: \_\_\_\_\_

E-mail address: \_\_\_\_\_

\_\_\_\_\_  
(State - name of person who completed this form)\_\_\_\_\_  
(Dated)**Note:**

- All particulars highlighted in **blue** need to be **verified**.
- If the natural person lacks full legal capacity, the same particulars need to be supplied and verified in respect of whoever satisfies the shortfall in capacity.
- If someone acts under a POA on behalf of a natural person, the same particulars need to be supplied and verified in respect of that other person, together with verifying the POA.

**Suggested Documents:**

- SA Identity Document (or other acceptable document, with required information and photograph).
- Utility Bill or similar.
- \* Income Tax document or similar (Currently not required – but will probably become obligatory)

**Form 2 - NATURAL PERSONS who are NOT citizens of and are NOT resident in RSA**

**INFORMATION TO BE SUPPLIED IN TERMS OF SECTION 21  
OF THE FINANCIAL INTELLIGENCE CENTRE ACT, NO. 38 of 2001**

Full names: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Nationality: \_\_\_\_\_

Passport number: \_\_\_\_\_

\* SARS Income tax number (if available): \_\_\_\_\_

Residential address: \_\_\_\_\_

\_\_\_\_\_

Contact particulars:

Tel No: \_\_\_\_\_

Fax no: \_\_\_\_\_

E-mail address: \_\_\_\_\_

\_\_\_\_\_  
(State - name of person who completed this form)

\_\_\_\_\_  
(Dated)

**Note:**

- All particulars highlighted in **blue** need to be **verified**.
- If the natural person lacks full legal capacity, the same particulars need to be supplied and verified in respect of whoever satisfies the shortfall in capacity.
- If someone acts under a POA on behalf of a natural person, the same particulars need to be supplied and verified in respect of that other person, together with verifying the POA.

**Suggested Documents:**

- Passport (or other acceptable document, with required information and photograph).
- \* Income Tax document or similar (if issued) (Currently not required – but will probably become obligatory)

**Form 3 - Individuals acting on behalf of CLOSE CORPORATIONS**

**INFORMATION TO BE SUPPLIED IN TERMS OF SECTION 21  
OF THE FINANCIAL INTELLIGENCE CENTRE ACT, NO. 38 of 2001**

Registered name: \_\_\_\_\_

Registration number: \_\_\_\_\_

Registered address: \_\_\_\_\_

\_\_\_\_\_

Trading Name if different: \_\_\_\_\_

Address from which it operates if different: \_\_\_\_\_

\_\_\_\_\_

Head Office Address if different: \_\_\_\_\_

\_\_\_\_\_

\* SARS Income tax number (if available): \_\_\_\_\_

\* Value added tax (VAT) registration number (if available): \_\_\_\_\_

1) Full names

2) Date of birth

3) Identity number (Form 1) or Nationality (Form 2)

4) Residential Address

5) Contact particulars

Of each member and anyone purportedly authorised by the Close Corporation **to establish a business relationship with the Firm.**

(Use Forms 1 or 2 or whichever other form may be most applicable)

\_\_\_\_\_  
(State - name of person who completed this form)

\_\_\_\_\_  
(Dated)

**Note:**

- All particulars highlighted in blue need to be **verified**.
- The authorisation to act on behalf of the Close Corporation also needs to be verified.

**Suggested Documents:**

- Founding Statement and Certificate of Incorporation (CK1)
- Amended Founding Statement (CK2) – (if applicable)
- Proof of business address.
- Proof of Head Office address (if applicable)
- \* Income Tax documents or similar (Currently not required – but will probably become obligatory).
- \* VAT document (if applicable) (Currently not required – but will probably become obligatory)
- Proof of authority to act.

**Form 4 - Individuals acting on behalf of SOUTH AFRICAN COMPANIES**

**INFORMATION TO BE SUPPLIED IN TERMS OF SECTION 21  
OF THE FINANCIAL INTELLIGENCE CENTRE ACT, NO. 38 of 2001**

Registered name: \_\_\_\_\_

Registration number: \_\_\_\_\_

Registered address: \_\_\_\_\_  
\_\_\_\_\_

Trading Name if different: \_\_\_\_\_

Address from which it operates if different: \_\_\_\_\_  
\_\_\_\_\_

Head Office Address if different: \_\_\_\_\_  
\_\_\_\_\_

\* SARS Income tax number (if available): \_\_\_\_\_

\* Value added tax (VAT) registration number (if available): \_\_\_\_\_

1) Full names

2) Date of birth

3) Identity number (Form 1) or Nationality (Form 2)

4) Residential Address

5) Contact particulars

Of the **manager** and **anyone purportedly authorised** by the Company **to establish a business relationship with the Firm.**

(Use Forms 1 or 2)

6) **Identification details** as per the relevant Forms 1 to 8 as may be applicable, in respect of **any person or entity holding 25% or more of the voting rights** at an AGM of the company.

(See Regulation **7(f)(ii)** and **7(i)(ii)** for more particulars).

\_\_\_\_\_  
(State - name of person who completed this form)

\_\_\_\_\_  
(Dated)

**Note:**

- All particulars highlighted in blue need to be **verified**.
- The authorisation to act on behalf of the Company also needs to be verified.

**Suggested Documents:**

- Certificate of Incorporation (CM1)
- Notice of Registered Office and Postal Address (CM22)
- Proof of business address.
- Proof of Head Office address (if applicable)
- \* Income Tax documents or similar (Currently not required – but will probably become obligatory).
- \* VAT document (if applicable) (Currently not required – but will probably become obligatory)
- Proof of authority to act.
- Extract from Share Register regarding 25% shareholding or more.

**Form 5 - Individuals acting on behalf of FOREIGN COMPANIES**

**INFORMATION TO BE SUPPLIED IN TERMS OF SECTION 21  
OF THE FINANCIAL INTELLIGENCE CENTRE ACT, NO. 38 of 2001**

Registered name: \_\_\_\_\_

Registration number: \_\_\_\_\_

Registered address: \_\_\_\_\_

\_\_\_\_\_

Trading Name in Country of Registration if different: \_\_\_\_\_

Trading Name in RSA if different: \_\_\_\_\_

Head Office address in Country of Registration if different: \_\_\_\_\_

\_\_\_\_\_

Address from which it operates in RSA if different: \_\_\_\_\_

\_\_\_\_\_

\* SARS Income tax number (if available): \_\_\_\_\_

\* Value added tax (VAT) registration number (if available): \_\_\_\_\_

1) Full names

2) Date of birth

3) Identity number (Form 1) or Nationality (Form 2)

4) Residential Address

5) Contact particulars

Of the **RSA manager** and **anyone purportedly authorised** by the Foreign Company **to establish a business relationship with the Firm.**

(Use Forms 1 or 2)

6) **Identification details** as per the relevant Forms 1 to 8 as may be applicable, in respect of **any person or entity holding 25% or more of the voting rights** in the Foreign Company.

(See Regulation **9(j)** and **9(k)(ii)** for more particulars).

\_\_\_\_\_  
(State - name of person who completed this form)

\_\_\_\_\_  
(Dated)

**Note:**

- All particulars highlighted in **blue** need to be **verified**.
- The authorisation to act on behalf of the Foreign Company also needs to be verified.

**Suggested Documents:**

- Certificate of Incorporation / Certificate of Registration
- Proof of Registered Address
- Proof of business address.
- Proof of Head Office address (if applicable)
- \* Income Tax documents or similar (Currently not required – but will probably become obligatory).
- \* VAT document (if applicable) (Currently not required – but will probably become obligatory)
- Proof of authority to act.
- Extract from Share Register regarding 25% shareholding or more.



**Form 6 - Individuals acting on behalf of ANY OTHER LEGAL ENTITY**

**INFORMATION TO BE SUPPLIED IN TERMS OF SECTION 21  
OF THE FINANCIAL INTELLIGENCE CENTRE ACT, NO. 38 of 2001**

Entity's Name: \_\_\_\_\_

Address from which it operates: \_\_\_\_\_

\_\_\_\_\_

Entity's Legal Form: \_\_\_\_\_

\* SARS Income tax number (if available): \_\_\_\_\_

- 1) Full names
- 2) Date of birth
- 3) Identity number (Form 1) or Nationality (Form 2)
- 4) Residential Address
- 5) Contact particulars

Of anyone purportedly authorised by the Entity to establish a business relationship with the Firm.

(Use Forms 1 or 2)

\_\_\_\_\_  
(State - name of person who completed this form)

\_\_\_\_\_  
(Dated)

**Note:**

- All particulars highlighted in blue need to be **verified**.
- The authorisation to act on behalf of such other Legal Entity also needs to be verified.

**Suggested Documents:**

- Founding document or Constitution
- Proof of business address
- \* Income Tax documents or similar (Currently not required – but will probably become obligatory)

- Proof of authority to act

**Form 7 - Individuals acting on behalf of PARTNERSHIPS (excl. professional incorporations)**

**INFORMATION TO BE SUPPLIED IN TERMS OF SECTION 21  
OF THE FINANCIAL INTELLIGENCE CENTRE ACT, NO. 38 of 2001**

Name of partnership: \_\_\_\_\_

Address from which it operates: \_\_\_\_\_

\_\_\_\_\_

Legal form of partnership: \_\_\_\_\_

\* SARS Income tax number (if available): \_\_\_\_\_

- 1) Full names
- 2) Date of birth
- 3) Identity number (Form 1) or Nationality (Form 2)
- 4) Residential Address
- 5) Contact particulars

Of the person who exercises executive control over the Partnership and anyone purportedly authorised by the Partnership **to establish a business relationship with the Firm.**  
(Use Forms 1 or 2)

- 6) **Identification details** as per the relevant Forms 1 to 8 as may be applicable, in respect of **every partner**, including every member of a partnership *en commandite*, an anonymous partnership or any similar partnership.  
(See Regulation **13(b)** for more particulars).

\_\_\_\_\_  
(State - name of person who completed this form)

\_\_\_\_\_  
(Dated)

**Note:**

- All particulars highlighted in **blue** need to be **verified**.
- The authorisation to act on behalf of a Partnership should be verified outside of the partnership agreement, if the legal form of partnership has separate legal personality.
- (It is proposed that the address from which the partnership operates be verified. If it has no such address, then the residential addresses of the partners' should be verified instead.)

**Suggested Documents:**

- Partnership Agreement
- Letter confirming all partners
- Proof of authority to act
- \* Income Tax documents or similar (Currently not required – but will probably become obligatory)

**Form 8 - Individuals acting on behalf of a TRUST**

**INFORMATION TO BE SUPPLIED IN TERMS OF SECTION 21  
OF THE FINANCIAL INTELLIGENCE CENTRE ACT, NO. 38 of 2001**

Name of the Trust: \_\_\_\_\_

Number of the Trust: \_\_\_\_\_

Details of the Master's Office where the Trust is registered: \_\_\_\_\_

\_\_\_\_\_

\* SARS Income tax number (if available): \_\_\_\_\_

Address from which it operates: \_\_\_\_\_

\_\_\_\_\_

1) Full names

2) Date of birth

3) Identity number (Form 1) or Nationality (Form 2)

4) Residential Address

5) Contact particulars

Of the **Founder**, each **Trustee** and each **named Beneficiary** of the Trust and anyone purportedly authorised to establish a business relationship with the Firm.

(Use Forms 1 or 2 if they are individuals and Forms 3 to 8 if not, whichever form may be most applicable)

(See Regulation **15(d)** to **(f)** for more particulars, if using Forms 3 to 8 to satisfy the above).

\_\_\_\_\_  
(State - name of person who completed this form)

\_\_\_\_\_  
(Dated)

**Note:**

- All particulars highlighted in blue need to be **verified**.

- If beneficiaries of the Trust are not named in the Trust, but determined by class, [particulars of how the class is determined should be obtained](#).
- If the Founder has died or no longer exists, verification should occur through the best reasonable practical means.
- The authorisation to act on behalf of the Trust also needs to be verified.
- (It is proposed that the address from which the trust operates be verified. If it has no such address, then the residential addresses of the trustees' should be verified instead.)

**Suggested Documents:**

- Trust Deed or other Founding Document
- Letters of authority to Trustees to act
- \* Proof of income tax number (Currently not required – but will probably become obligatory)
- Proof of authority to act