

## Checklist of Minimum Information/Documents Provided by the GS Investor

<b>LBP Branch Name</b>	✓*
<b>Account Name</b> (Note: For joint account, prepare checklist for each client name.)	✓*

Please be informed that the Branch has identified and has kept in our records the following data/information provided by the client. Please put check ( ✓ ) mark in the box.

<p>Name Present address Permanent address Date of birth ( _____ ) Place of birth Nationality Nature of work     If employed, name of employer     If self-employed, nature of self-employment Business Contact details (SSS) Number or Government Service and Insurance System (GSIS) Number, if any or one (1) valid* photo-bearing ID document issued by an official authority** Tax Identification Number (TIN), Social Security System Specimen signature Source of funds Beneficial owners, if any     Name of beneficial owners     Present address     Date and place of birth     Nature of work     Source of funds PEP or with PEP relations</p>	<p><b>Corporate Clients:</b> Certificates of Registration issued by the Department of Trade and Industry for single proprietors, or by the Securities and Exchange Commission, for corporations and partnerships, and by the BSP, for money changers/ foreign exchange dealers and remittance agents Articles of Incorporation or Association / Certificate of Partnership, as appropriate, and By-Laws (Please indicate date of incorporation: _____) Secondary licenses, if any, and other documents from SEC to certify/prove that client is active and compliant with reportorial requirements Board/Partnership Resolution duly certified by the Corporate/Partners' Secretary authorizing the signatory to sign on behalf of the entity Official address or principal business address Latest General Information Sheet which lists the name of directors/trustees/partners, principal stockholders owning at least twenty (20%) percent of the outstanding capital stock and primary officers Contact numbers of entity and authorized signatory/ies Source of funds and nature of business Special authorizations for representatives and identification of person/s purporting to act in behalf of the client, which must be duly notarized Verification of the identification and authority of the person purporting to act on behalf of the client Specimen signature of authorized signatories / Representatives Copies of ID documents of shareholders, directors and officers of the corporate/other business applicants when necessary and reasonable Sworn statement as to the existence or non-existence of beneficial owners Beneficial owners, if any     Name of beneficial owners     Present address     Date and place of birth     Nature of work     Source of funds For entities registered outside the Philippines, similar documents and/or information shall be obtained duly authenticated by the Philippine Consulate where said entities are registered</p>
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\* valid shall mean not expired at the time of submission/presentation  
 \*\* official authority shall refer to any of the following: (1) government of the Republic of the Philippines; (2) its political subdivisions and instrumentalities; (3) government-owned and/or controlled corporations (GOCCs); and (4) private entities or institutions registered with or supervised or regulated either by the Bangko Sentral ng Pilipinas or Securities and Exchange Commission or Insurance Commission

**Others:**

Original copy of the duly notarized and accomplished Special Power of Attorney (Revised Version) authorizing LBP to deliver the GS purchased to the 3rd party custodian.

**For New GS clients, please specify the permanent or true address:**

**Remarks:** (If any of the above KYC info/data is/are not provided by the client, please indicate reason/s, otherwise, GS placement will be cancelled. \_\_\_\_\_)

Certified Correct by:



**BRANCH HEAD**  
Branch Authorized Signatory

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