

Form **01DD**Zaimar Group  
Compliance Department**Due Diligence Checklist Form**

To be completed by our Compliance Department for validating Seller/Buyer information, as the initial filter before proceeding with the preliminary sale/purchase procedure for the current business opportunity.

**ZAIMAR GROUP****Seller****Buyer****Part I Company Information**

Company name			
Company brief profile			
Address			
Country		Phone	
Registration number		Date of issue	
Tax / License number		Date of expiry	
Corporate e-mail	Yes	No	
Branch office/s	Yes	No	
Website	Yes	No	
LinkedIn	Yes	No	
<i>(linkedin.com)</i>		+500 connections	-500 connections

**Part II Company Representative**

Name			
Position		Citizenship	
Passport number		Date of issue	Date of expiry
Cellphone number		E-mail	

**Part III Banking Coordinates**

Bank name			
Account number USD		Swift code	
Beneficiary			
Bank address			
Bank phone number			
Bank officer name		E-mail	

## Part IV Core Business Documents

Document <sup>(1)</sup>	Issuing authority	Number	Date of issue	Date of expiry	Pdf
Company registration					
Tax Id copy					
Trading license					
Production license					
Other license					
Related links					

<sup>(1)</sup> Information about the buying/selling company (as applicable) obtained from official links (Commercial Registries) in their country of origin.

## Part V Anti-Money Laundering (AML) and Terrorist Financing Policies

In accordance with our AML policies, which are based on the international standards and recommendations set forth by the Financial Action Task Force (FATF) for anti-money laundering (AML) and counter-terrorist financing (CTF) efforts: <a href="http://www.fatf-gafi.org">www.fatf-gafi.org</a> , please mark "Yes" or "No" as appropriate.	Yes	No
Do you have clearly established written policies to combat money laundering and terrorist financing at your company?		
Are you able to provide documentation supporting the origin of your funds and assets, if required?		

<sup>(1)</sup> Buying/selling company who fail to submit Anti-Money Laundering (AML) policies and/or documentation proving the origin of their funds, when/if required, will not be considered.

## Responsible Person (Form filler)

Name			
Position			
Email			
Phone number		Date	

- This form has the value of a **sworn statement**.
- All information contained in this form will be treated **confidentially**.

## To be completed by Zaimar Group personnel:

<b>Part VI Company &amp; Website Reliability</b>			
(scamadviser.com)	Scam risk index		
	High	Average	Safe
	<40%	>65%	>80%
Domain age	months	years	

(google.com)

Document-based fraud is a real concern for the commodities industry. As a first filter, on a preliminary way, is important to validate if a potential seller, buyer or an intermediate are listed as a fraudulent companies or individuals: sellers or buyers using trumped up companies and documents pretending to be someone else. The ways to avoid these scams are thoroughly do your research, ignore anything on a social network site. Check the longevity of the company, size, website, directors, previous dealings in the industry, among others.

**Type of preliminary information analyzed about the buying/selling company, regarding this due diligence process: (1) Financial, (2) Commercial and (3) Social Media:**
**Business Development Recommendation**

Approved to take to on-boarding due diligence

Application rejected

**Responsible Person (Formfiller)**

Name			
Position			
Email			
Phone number		Date	