

## Annexure 1 - DMCC Tradeflow Application Form

New Application

Renewal

Owner

Warehouse Keeper

Vault Operator

Warehouse Inspector

Quality Inspector

Financier

### Section A - DMCC TRADEFLOW APPLICANT DETAILS:

Legal Name: \_\_\_\_\_

Trade License Number / Free Zone Registration Number: \_\_\_\_\_

Issuing Authority: \_\_\_\_\_

Description of Main Licensed Activity: \_\_\_\_\_

Main Address: \_\_\_\_\_

PO Box / Postal / Zip Code: \_\_\_\_\_

Main Telephone No: (+ ) \_\_\_\_\_

**Registered Company (Physical) Address: Door / Floor No, Building Name / Street / Road Name, Region/ Area, Province / State, Country.**

PO Box / Postal / Zip Code: \_\_\_\_\_

Main Telephone No: (+ ) \_\_\_\_\_

Service Subscriptions: \_\_\_\_\_

- **Is your company fully owned by any government / semi government bodies:**  Yes  No  
If yes, please specify the details of holding bodies:

\_\_\_\_\_

- **Are your company shares listed on regulated stock exchange:**  Yes  No  
If yes, please specify the stock exchange details: \_\_\_\_\_

\_\_\_\_\_

### Five Character Unique ID

(The five character ID that will be a unique identifier code for members and all its users e.g. 'ABC Co. LTD', may be 'ABCCL'). Please indicate three preferred codes below:

1<sup>st</sup> preference

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2<sup>nd</sup> preference

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3<sup>rd</sup> preference

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### Section B - DECLARATION OF ULTIMATE BENEFICIAL OWNER (s) (UBOs):

#### POLICY

The UAE federal regulations require institutions to capture and identify the details of the ultimate individual beneficial Owners of an applying corporate. An Ultimate Beneficial Owner is normally an individual who ultimately owns or controls 25% or more of the company or group of companies, or on whose behalf a transaction or activity is being conducted.

➤ **If applicant is DMCC Free zone licensed member: please tick box**

I/We hereby declare that today, our shareholder (s) and beneficial owner (s) details are the same as our existing records with DMCC free zone authority. In future if there is any changes in our registration and shareholder / beneficial owner (s) details we will immediately update the information with DMCC free zone registration and licensing authority.

➤ **If applicant is not DMCC Free zone licensed member:**

#### Details of Beneficial Owners (BO's) - Corporate Entities (\*) (\*\*)

I/We declare the above company is ultimately owned by the following listed entity/s:

Holding Company Name	Address of Registered Office	% of Shares in Applicant Company

\*If the company is state owned or publicly listed, mention the government authority or the Exchange

on which the shares are traded.

**\*\* For a trust company, details of the beneficiary/owner owning 25% and above is required.**

**Details of Ultimate Beneficial Owners (UBO's) - Individuals**

I/We declare the above company is ultimately owned by the following listed entity/s:

Full Name (as per Passport / Legal Document)	UBO 1	UBO 2	UBO 3
Date of Birth (DD/MM/YYYY)			
Passport Number			
Nationality			
Detailed Residential Address			
Percentage (%) of shares in the holding Company			
Name of Holding Company			
Are you a PEP (Politically Exposed Person)? (Y/N) a) If yes, please specify Name: b) Position held: c) Period: d) Relationship / Association:			

Please copy & replicate the above table for multiple UBO's

**AND/OR**

- I/We hereby declare that today, no single individual shareholder/partner holds 25% or more of the company's or group of companies' equity.

**Required Supporting Documents (for offshore jurisdictions)**

Please attach supporting documents to confirm the above mentioned information: Share Certificates / Registry Extract / Memorandum and Articles of Association / Confirmation from an Auditor Lawyer or Government Authority.

*I/We hereby declare that the information provided in this section (B) is true and accurate and if such information changes, I/We will promptly notify DMCCA compliance department in writing. I/We acknowledge that if any information provided by me/us is subsequently found to be untrue, inaccurate or misleading DMCCA shall terminate / revoke my company DMCC Tradeflow membership. I/We hereby authorize DMCCA to make any enquiries from any person or entity, it may deem necessary in connection with this declaration. I/We understand that DMCCA may decline my*

*application without being required to provide any reason.*

- Has your entity ever been subject to any disciplinary action (including those against shareholder, director, employees) for regulatory non-compliance / International sanction breach/ law violation / criminal proceedings by a government body or agency or any self-regulatory organization or other professional body?  YES  NO

If yes, please specify the details: \_\_\_\_\_

### Section C - DMCC TRADEFLOW MEMBER AUTHORISED REPRESENTATIVE(S) DETAILS

#### MEMBER AUTHORISED REPRESENTATIVE

(Member Authorized Representative is the person who holds the responsibility and the authority to act as the key principal point of contact between all parties in relation to all business matters and disputes, if any, arising under this membership)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: (+ ) \_\_\_\_\_ Fax: (+ ) \_\_\_\_\_

Mobile: (+ ) \_\_\_\_\_

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

#### PRINCIPAL USER

(Principal User is the holder of the administrative rights on behalf of the member. However, this user does not hold any access to the business functionalities of the system)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: (+ ) \_\_\_\_\_ Fax: (+ ) \_\_\_\_\_

Mobile: (+ ) \_\_\_\_\_

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

The person signing the document has all necessary authority to enter into the agreement for and on behalf of the applicant company.

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Company Stamp: \_\_\_\_\_

Please attach as applicable:

- Valid passport copy of person signing DMCC Tradeflow Application Form
- Proof of physical address of person signing DMCC Tradeflow Application Form
- Valid trade license / Central Bank approval (Financier)
- Letter of adherence signed on headed letter of the prospective member

Disclaimer:

- Membership of the DMCC Tradeflow application is subject to approval and is at the discretion of the DMCCA Tradeflow Registrar
- Terms and conditions of usage, as per the corporate access agreement, to be duly accepted and signed by the member
- DMCCA reserves the right to request any legal or financial status and business history of the prospective member (including, without limitation, its trade license), in form and substance satisfactory to DMCCA