



International Dynamics Research Corp

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Due Diligence Investigations are mandatory to verify the identity of the contracting party and to verify the business relationships which are subject to the Foreign Corrupt Practice Act, USA Patriot Act, Bank Secrecy Act and the Money Laundering Act at the time contractual links are established.

The following forms need to be completed:

1. Identification of the Contracting Party
2. Identification of the Beneficial Owner
3. Identification of Other Persons
4. Know Your Customer

The following documents are required to conduct the due diligence:

- (a) Copy of passport (A4 format).
- (b) Proof of address of permanent residence. Minimum of two utility bills proving the actual domicile. Utility bills should not be older than 3 months.
- (c) Reference letter. Letter should be signed by a banker, auditor, certified public accountant, lawyer or tax consultant.
- (d) Proof of funds. Bank statements of accounts or signed contracts proving the existence and availability of funds.
- (e) Source of wealth. Description of the history of the funds, how the funds have been generated, and the kind and nature of the business. Must be supported and proven by actual (company) documents and materials (e.g. company profile, balance sheet, etc.), which can be checked (and registered), websites, and so on.

Please note that the required forms and documents must be delivered as requested. In case the forms and documents are poorly accomplished or are incomplete, it may lead to a negative impression of the client and/or cause delay in the processing procedures.

To be completed by a Compliance Officer of USGMI

Date :

Verified by :

File reference :