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## **PFD CORPORATE SERVICES (BVI) LIMITED**

Tropic Isle Building, P.O. Box 3331, Road Town  
Tortola, British Virgin Islands VG 1110

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### **Client Acceptance Requirements**

When completing our client acceptance form, please give full name, address, nationality, occupation, passport number date and country of issue, social security or ID number, for each shareholder, officer and director.

Where the shareholder(s) and beneficial owner(s) is/are one or more individuals, each must provide:

- a) A notarized copy of a photo ID (passport preferred);
- b) Proof of Address, such as an original utilities bill; and,
- c) Two references (see below).

Where the owner is a private corporate entity or partnership:

- a) Certified copy of certificate of incorporation (or equivalent);
- b) Certified copy of memorandum and articles of association (or equivalent constitution documents);
- c) Certified copy of the register of directors/managing member/general partner (or equivalent);
- d) Certified copy of parent company's/partnership's share register/register of members/partners (or equivalent);
- e) Notarized copy of photo ID (passport preferred) for each shareholder/managing member/general partner in the parent company/partnership;
- f) Proof of address for each shareholder/managing member/general partner in the parent company/partnership, such as an original utilities/telephone bill; and,
- g) Two references for each shareholder/managing member/general partner in the parent company/partnership (see below).

Any two of the following may provide Professional References:

- a) Lawyer/attorney-at-law;
- b) Accountant;
- c) Other professional advisor; and,
- d) Bank.