

MY KY LIMITED: CLIENT INFORMATION SHEET – Cayman Company Incorporation

A. PROPOSED NAME OF COMPANY (provide 3 in order of preference)	
1.	
2.	
3.	
B. TYPE OF COMPANY (tick one)	
1. Exempt	
2. Ordinary non resident	
3. Ordinary resident	
C. OWNER DETAILS	
1. Director(s)	
(i) Name:	
Citizenship/residency/country of incorporation	
Occupation	
Address	
Tel	
Email	
(ii) Name:	
Citizenship/residency/country of incorporation	
Occupation	
Address	
Tel	
Email	
2. Shareholder(s)	
(i) Name:	
Citizenship/residency/country of incorporation	
Occupation	
Address	
Tel	
Email	
Percentage of owning entity	

(ii)	Name:	
	Citizenship/residency/country of incorporation	
	Occupation	
	Address	
	Tel	
	Email	
	Percentage of owning entity	
3.	In the event of corporate directors and shareholders, provide details of the directors and shareholders of those entities (ie name, citizenship, occupation, address, tel, email)	
4.	If the directors and shareholders do not include the ultimate beneficial owner, provide details and show how he/she is connected to the owning entity:	
5.	Persons authorized to give instructions on behalf of the Owner: Name: Position: Address: Tel: Email:	
6.	Details of person who will serve as contact for billing purposes: Name: Position: Address: Tel: Email:	

D. COMPLIANCE INFORMATION REQUIRED	
1. In accordance with anti money laundering regulations, we are required to ask the following questions:	
Question	Answer (required)
Is the purchase being paid from private wealth?	
If so, how has this private wealth been generated? (e.g. an interest in a successful business, in which case please provide some details as to the interest)	
Please provide some method by which we can verify this information e.g. a website, copy of financial statements etc.	

E. SUPPORTING DOCUMENTATION REQUIRED

1. Each director AND shareholder of the owning entity must provide two original written letters of reference, one from a bank and one from a recognised professional firm (eg lawyer/accountant) that have known the party for at least 3 years and are able to confirm the existence of that relationship and that the relationship has been satisfactory. The references may be addressed “to whom it may concern”. Example references are attached.
2. In the event of corporate directors and shareholders, similar documentation will be required for the directors/shareholders of such corporate directors/shareholders.
3. Original notarised legible photocopies of two documents with photographic identification (passport, driver's licence, social security card etc.) showing a signature and residential address for each director AND shareholder. An example form of notary certificate is attached. **Alternatively, these documents may be certified as true by a solicitor/attorney-at-law or accountant instead of being notarised.**

F. EXAMPLE REFERENCES

1. Example of Professional Reference

[ON PROFESSIONAL'S HEADED NOTE PAPER]

[date]

MY KY LIMITED
Via San Giovanni Battista, 4
Montalto Ligure
IM-18010 Italy

Dear Sirs,

[INSERT DIRECTOR/SHAREHOLDER NAME]

I have known [] for [] years** and, during that period, he has always been, to best of my knowledge, [honest and respectable][a person of good character and integrity][trustworthy][honourable]. [] is, by occupation a [] and has, to the best of my knowledge, not been convicted of any criminal offences or been made bankrupt at any time. The address we have on file for [] is []**. I can, without hesitation, recommend [].

Should you require any further information, please do not hesitate to contact me.

Yours faithfully

[]

2. Example Bank Reference

[ON BANK'S HEADED NOTE PAPER]

[date]

MY KY Limited
Via San Giovanni Battista, 4
Montalto Ligure
IM-18010 Italy

Dear Sirs,

[INSERT NAME OF DIRECTOR/SHAREHOLDER]

Mr.[] has been a customer of [] for [] years*. During this time, his accounts have been managed in a proper manner. The average balance on his accounts for the last [year/six months] has been in the [four/five/six] figure range.

Should you require any further information, please do not hesitate to contact me.

Yours faithfully

[]

***must be more than 3 years**

3. Example notarial certificate**

The photocopy document(s) attached hereto is a true copy of the original document(s) and that the photo(s) is a true likeness of _____.[insert name of director/shareholder]

Signed: _____
Notary Public

Date:

Address:

Telephone:

My commission expires:

** Alternatively, these documents may be certified as true by a solicitor/attorney-at-law or accountant instead of being notarised.