

The OFT has created this sample as guidance to assist REAs with their AML/CFT obligations under the Proceeds of Crime Act 2015. The use of this form may not guarantee compliance by your business with these obligations. Your business should therefore assess its specific money laundering & terrorist financing risks and create bespoke forms to carry out appropriate Customer Due Diligence measures.

## **FORM REA 2D**

### **CUSTOMER DUE DILIGENCE: OTHER ENTITIES**

A form REA 2D should be completed in conjunction with form REA 1 to:

1. identify any entities which:
  - a. are the Customer; and/or
  - b. are the Other Party to the transaction; and
2. to specify who owns or controls that entity.

One form should be completed for each company.

You should also complete form REA 2A to adequately identify every beneficial owner identified in section 4 of this form.

You should also complete forms REA 2B and REA 2C to identify any companies and/or trust who form part of the ownership or control structure of the Customer or Other Party.

#### **1. Customer's or Other Party's details**

Establish whether the entity is linked to the Customer or Other Party and how:

<b>Nature of the entity</b>	
<b>Entity's relationship to the Customer or Other Party :</b>	<input type="checkbox"/> Entity is the Customer <input type="checkbox"/> Entity is the Other Party <input type="checkbox"/> Owns/controls the Customer <input type="checkbox"/> Owns/controls the Other Party <input type="checkbox"/> Other (please specify)

#### **2. Entity's Details**

<b>Entity name:</b>	
<b>Entity's jurisdiction:</b> Under the laws of which jurisdiction is the entity created?	
<b>Registration number:</b>	
<b>Registration document:</b>	<input type="checkbox"/> Collected <input type="checkbox"/> Copy attached
<b>Registered office:</b>	
<b>Principal place of business:</b> (If different to Registered office)	
<b>Document showing creation/constitution of entity:</b> e.g. Partnership deed	<input type="checkbox"/> Collected <input type="checkbox"/> Copy attached

The OFT has created this sample as guidance to assist REAs with their AML/CFT obligations under the Proceeds of Crime Act 2015. The use of this form may not guarantee compliance by your business with these obligations. Your business should therefore assess its specific money laundering & terrorist financing risks and create bespoke forms to carry out appropriate Customer Due Diligence measures.

### 3. Legal ownership & control

<b>Who legally owns the entity:</b> e.g. a limited partnership's limited partners. Include percentage ownership	1. _____ %
	2. _____ %
	3. _____ %
<b>Who manages the entity:</b> e.g. a limited partnership's general partner.	1. _____ 2. _____

### 4. Beneficial ownership & control

<b>Please provide details of every individual (if any) that:</b>	
<b>1. is the beneficial owners of more than 25% of the entity:</b> State the legal owner who owns the entity legally and the beneficial owner for who it holds the entity. If there are more than two beneficial owners please use a separate sheet.	1. Legal owner: _____ Beneficial owner: _____ Percentage of entity held _____% 2. Legal owner: _____ Beneficial owner: _____ Percentage of entity held _____% <input type="checkbox"/> Document reflecting arrangements collected
<b>2. holds, directly or indirectly, more than 25% of voting rights in the entity:</b> Voting rights are usually held by legal owners.	1. Individual: _____ Voting rights held _____% 2. Individual: _____ Voting rights held _____%
<b>3. holds, directly or indirectly, the right to appoint or remove the management of the entity other than through the voting rights set out in 2 above.</b>	Individual: _____ Please specify how they can exercise control:
<b>4. has the right to execute, or actually exercise control over the entity or business:</b>	Individual: _____ Please specify how they can exercise control:

### Checklist for person carrying out Customer Due Diligence

Please check the boxes below accordingly:

- Has the form been fully completed?
- Are you confident you understand who the person(s) who ultimately owns or controls the entity is?

The OFT has created this sample as guidance to assist REAs with their AML/CFT obligations under the Proceeds of Crime Act 2015. The use of this form may not guarantee compliance by your business with these obligations. Your business should therefore assess its specific money laundering & terrorist financing risks and create bespoke forms to carry out appropriate Customer Due Diligence measures.

- Are copies of the relevant documents (e.g. registration document/ constitutional document) attached to this form?

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

**Employee name:** \_\_\_\_\_

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

OFT SAMPLE