

Under the Sierra Leone National Corporate Governance Code 2018, including the Anti-Money Laundering and Combating of Financing of Terrorism Act, 2012, WAICA Re is obliged to establish the identity of the 'ultimate beneficial owner' of the company.

Note: please complete ALL fields. If the information is incomplete, the application cannot be processed.

Your Company Details	
Company name:	
Registration No.:	Country of Registration:
<p>The ultimate beneficial owners are the natural persons involved in your business in the following ways:</p> <ul style="list-style-type: none"> In the case of a general or limited partnership, the ultimate beneficial owner is the natural person who, as a partner or managing partner, directly or indirectly holds some of the voting rights, rights to share in the profits or de facto control. In the case of a private or public company, whether or not in formation, or a cooperative, the beneficial owner is the natural person who directly or indirectly holds shares, voting rights or de facto control. In the case of a foundation, association or trust, the beneficial owner is the natural person who, directly or indirectly, is the beneficiary or has special control over the assets. 	

Step 1 Company situation	
Indicate which situation applies to your company.	
(a) My company is a regulated financial institution under a regulator	<input type="checkbox"/> Yes, proceed to Step 3
(b) My company or the 100% parent company is listed in the Stock Exchange	<input type="checkbox"/> Yes, proceed to Step 3
(c) My company is a government institution.	<input type="checkbox"/> Yes, proceed to Step 3
(d) My company is a sole proprietorship.	<input type="checkbox"/> Yes, proceed to Step 2
(e) My company is a church.	<input type="checkbox"/> Yes, proceed to Step 2
(f) My company is a general or limited partnership.	<input type="checkbox"/> Yes, proceed to Step 2
(g) My company is a private or public company (whether or not in formation) or a cooperative.	<input type="checkbox"/> Yes, proceed to Step 2
(h) My company is a foundation, association or trust.	<input type="checkbox"/> Yes, proceed to Step 2

Step 2 Identity of the ultimate beneficial owner or owners

If your company has one or more beneficial owners, then you must list all natural persons who are ultimate beneficiaries owners of your company. Enter the details of the ultimate beneficial owners as set out below.

Statement of ultimate beneficial owner 1

First names (as given in passport):		Initials:
Birth name:	Surname prefixes:	
Current surname:	Surname prefixes:	
Date of birth:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Resident in country (private):	Nationality:	
Birthplace:	Country of birth:	
Business e-mail address:		
Mobile telephone number:		

Does the UBO have:

- Both ownership and control of the company (partially or wholly)?
- Only ownership of the company (partially or wholly)?
- Only control of the company (partially or wholly)?

Percentage of ownership of the company of the relevant UBO:

Enter the country in which the UBO is liable for taxation and also enter the tax number (TIN) of the UBO. 1

Liable for taxation in:

Country	Tax number
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

This ultimate beneficial owner is involved through other business or entities:

Name of the other company or entity:

Address of other company or entity:

If involved through multiple companies or entities, please enclose an overview of the group structure with this form.

The overview of the group structure must meet the following requirements for each intermediate company:

- State the full legal name, legal form, country where the company is registered and the Chamber of Commerce number of the company or companies,
- All shareholders and share percentages,
- Signed and dated,
- Signed by an authorised signatory.

The Tax Identification Number is the number under which your company is registered with the tax authorities. This number is also referred to as the Tax Identification Number (TIN) or VAT number.

Identity of the ultimate beneficial owner 2

First names (as given in passport):		Initials:
Birth name:	Surname prefixes:	
Current surname:	Surname prefixes:	
Date of birth:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Resident in country (private):	Nationality:	
Birthplace:	Country of birth:	
Business e-mail address:		
Mobile telephone number:		

Does the UBO have:

Both ownership and control of the company (partially or wholly)?

Only ownership of the company (partially or wholly)?

Only control of the company (partially or wholly)?

Percentage of ownership of the company of the relevant UBO:

Enter the country in which the UBO is liable for taxation and also enter the tax number (TIN) of the UBO. 1

Liable for taxation in:

Country	Tax number
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

This ultimate beneficial owner is involved through other business or entities:

Name of the other company or entity:

Address of other company or entity:

If involved through multiple companies or entities, please enclose an overview of the group structure with this form.

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Identity of the ultimate beneficial owner 3

First names (as given in passport):		Initials:
Birth name:	Surname prefixes:	
Current surname:	Surname prefixes:	
Date of birth:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Resident in country (private):	Nationality:	
Birthplace:	Country of birth:	

Business e-mail address:

Mobile telephone number:

Does the UBO have:

Both ownership and control of the company (partially or wholly)?

Only ownership of the company (partially or wholly)?

Only control of the company (partially or wholly)?

Percentage of ownership of the company of the relevant UBO:

Enter the country in which the UBO is liable for taxation and also enter the tax number (TIN) of the UBO. 1

Liable for taxation in:

Country	Tax number
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

This ultimate beneficial owner is involved through other business or entities:

Name of the other company or entity:

Address of other company or entity:

If involved through multiple companies or entities, please enclose an overview of the group structure with this form.

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Identity of the ultimate beneficial owner 4

First names (as given in passport):		Initials:
Birth name:	Surname prefixes:	
Current surname:	Surname prefixes:	
Date of birth:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Resident in country (private):	Nationality:	
Birthplace:	Country of birth:	

Business e-mail address:

Mobile telephone number:

Does the UBO have:

- Both ownership and control of the company (partially or wholly)?
- Only ownership of the company (partially or wholly)?
- Only control of the company (partially or wholly)?

Percentage of ownership of the company of the relevant UBO:

Enter the country in which the UBO is liable for taxation and also enter the tax number (TIN) of the UBO. 1

Liable for taxation in:

Country	Tax number
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

This ultimate beneficial owner is involved through other business or entities:

Name of the other company or entity:

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- Signed by an authorised signatory.

The Tax Identification Number is the number under which your company is registered with the tax authorities. This number is also referred to as the Tax Identification Number (TIN) or VAT number.

Step 3 Statement and signatures

The signatory declares they have completed this form truthfully.

This form must be duly signed, on behalf of the company, by an authorised signatory as listed in the Articles of Association

Details of authorised signatory

First names (as given in passport):		Initials:	
Last name:	Surname prefixes:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Town/city:		Date:	
Type Name or Upload Signature			

If jointly authorised

First names (as given in passport):		Initials:	
Last name:	Surname prefixes:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Town/city:		Date:	
Type Name or Upload Signature			

a) Data Protection Statement

In order to provide you with products and services we need to collect, use, share and store personal and financial information about you. This includes the information requested on this form and information obtained from third parties. The information requested may be used to assist us in providing the service you are applying for, to advise you of other products and services, to confirm, update and enhance records and to establish your identity. The data that we collect may be shared / transferred to / or stored / or processed at our offices in other countries. We will seek your consent where your personal data is to be processed for reasons other than that for which it was obtained, except in cases involving filing or submission in fulfilment of AML/CFT regulations or other regulatory requirements. We may from time to time need to disclose personal information to comply with a legal requirement, such as a law, regulation, court order, subpoena, warrant, in the course of a legal proceeding or in response to a law enforcement agency request.

b) Declaration

- i. I declare that the above-mentioned information is true and correct to the best of my knowledge and it has been made in good faith. I accept that you will rely on this information to fulfil all of its regulatory requirements.
- ii. I do hereby confirm, to the best of my knowledge, that I am not dealing with any sanctioned persons or entities, or persons or entities engaged in any unlawful or criminal activity and I have taken all reasonable steps to ensure that this is the case.
- iii. I hereby confirm that the original versions of the copies of the supporting documents attached hereto have been duly verified and that the said attachments are true copies of the originals.

In addition to required documents, please attach valid means of identification (Info page of Passport) for each UBO, including that of the authorised signatory

Please confirm the following documents were attached

- Yes No Ultimate Beneficial Ownership form as attached
- Yes No Memorandum & Articles of Association
- Yes No Certificate of Business Registration
- Yes No Last audited accounts (if not available – recent unaudited account)
- Yes No Regulatory licence, where applicable