

# Ultimate Beneficial Owner Identification Form

Electronic money institutions are subject to the law on the prevention of money laundering and the financing of terrorism under which they must satisfy client identification obligations. One such obligation consists in identifying the Ultimate Beneficial Owners (UBO) of their clients.

## Who is an Ultimate Beneficial Owner?

UBO of a legal entity are the natural persons who directly or indirectly hold or control a stake of at least 25% in the capital or of at least 25% of the voting rights of the company, or who undertake the de jure or de facto management of the legal entity.

Name of the entity

Enterprise number

## Details of the person(s) acting as representative(s) (the undersigned)

For further information, please refer to the explanatory notes (see further).

1

Surname and first name

Position

PEP

Yes

No

Date of Birth

Month

Day

Year

Place of Birth

Tel

Email

2

Surname and first name

Position

PEP

Yes

No

Date of Birth

Month

Day

Year

Place of Birth

Tel

Email

Certify that on Month  Day  Year  the **ultimate beneficial owners** are the following natural persons who hold or control directly or indirectly at least 25% in the capital or at least 25% of the voting rights in the company. If no such shareholder(s) is (are) present, the ultimate beneficial owners are the natural persons who exercise the actual control or make executive decisions (chief executive officer, chief financial officer, other).

## [TAB 1]

<b>1</b>	Name/Surname	<input type="text"/>			
	Residential Address (Street, Zip, Town, Country)	<input type="text"/>			
	Position in Company	<input type="text"/>	% Shares	<input type="text"/>	
	Birthdate	Month <input type="text"/>	Day <input type="text"/>	Year <input type="text"/>	PEP <input type="radio"/> Yes <input type="radio"/> No

<b>2</b>	Name/Surname	<input type="text"/>			
	Residential Address (Street, Zip, Town, Country)	<input type="text"/>			
	Position in Company	<input type="text"/>	% Shares	<input type="text"/>	
	Birthdate	Month <input type="text"/>	Day <input type="text"/>	Year <input type="text"/>	PEP <input type="radio"/> Yes <input type="radio"/> No

<b>3</b>	Name/Surname	<input type="text"/>			
	Residential Address (Street, Zip, Town, Country)	<input type="text"/>			
	Position in Company	<input type="text"/>	% Shares	<input type="text"/>	
	Birthdate	Month <input type="text"/>	Day <input type="text"/>	Year <input type="text"/>	PEP <input type="radio"/> Yes <input type="radio"/> No

<b>4</b>	Name/Surname	<input type="text"/>			
	Residential Address (Street, Zip, Town, Country)	<input type="text"/>			
	Position in Company	<input type="text"/>	% Shares	<input type="text"/>	
	Birthdate	Month <input type="text"/>	Day <input type="text"/>	Year <input type="text"/>	PEP <input type="radio"/> Yes <input type="radio"/> No

## [TAB 2]

Please use the space below to make a diagram of the Shareholder's Structure. Make sure to mention always the Shareholder's name and % of shares owned. For natural persons, mention their country of residence; for legal entities, mention the company's registration no. In case that a shareholder is a legal entity, you will need to mention also the natural persons that hold or control that legal entity. See the Explanatory Notes in the back for some examples.

In case of a complex structure, you can attach your own pages to this document, but need to make sure that all such pages are duly signed by the representatives mentioned above.



If one or more **ultimate beneficial owners** (both Shareholders and Decision Makers) is(are) one/ more company(ies) **listed** on a stock exchange or a legal person **governed by public law**, please complete the table below.

**[TAB 3]**

Company Name	<input type="text"/>		
Registered office Address	<input type="text"/>		
Stock market	<input type="text"/>	% Shares	<input type="text"/>
<small>Legal person governed by public law</small>			

Company Name	<input type="text"/>		
Registered office Address	<input type="text"/>		
Stock market	<input type="text"/>	% Shares	<input type="text"/>
<small>Legal person governed by public law</small>			

Company Name	<input type="text"/>		
Registered office Address	<input type="text"/>		
Stock market	<input type="text"/>	% Shares	<input type="text"/>
<small>Legal person governed by public law</small>			

Company Name	<input type="text"/>		
Registered office Address	<input type="text"/>		
Stock market	<input type="text"/>	% Shares	<input type="text"/>
<small>Legal person governed by public law</small>			

Company Name	<input type="text"/>		
Registered office Address	<input type="text"/>		
Stock market	<input type="text"/>	% Shares	<input type="text"/>
<small>Legal person governed by public law</small>			

<b>1</b> Representative Name	<input type="text"/>		
Signature	<input type="text"/>	Date	Month <input type="text"/> Day <input type="text"/> Year <input type="text"/>

<b>2</b> Representative Name	<input type="text"/>		
Signature	<input type="text"/>	Date	Month <input type="text"/> Day <input type="text"/> Year <input type="text"/>

The undersigned undertake(s) to immediately **notify Worldline Financial Solutions**, in writing, of **any change to the list of ultimate beneficial owners** (both shareholders and decision makers) and to provide a copy of the identity documents of the new ultimate beneficial owners.

### 1. Why does Worldline Financial Solutions have to ask for an ‘Ultimate Beneficial Owner declaration’?

The law on the prevention of the use of the financial system for the purpose of money laundering and terrorist financing requires electronic money institutions to identify the ultimate beneficial owners of their clients.

#### Relevant Belgian regulations:

- Law of 18 Sep 2017 on the Prevention of Money Laundering and Terrorist Financing and the Limitation of the Use of Cash
- The Royal Decree of 10 December 2017 approving the regulations of 21 November 2017 of the National Bank of Belgium on the prevention of money laundering and the funding of terrorism

### 2. Who should complete and sign the declaration?

The declaration must be completed by the persons authorized to represent the company or entity according to its Articles of Association.

### 3. Definitions: “beneficial owners”, “control”, “shareholder holding 25% or more”, “decision makers”

Beneficial owners are natural person(s) who ultimately own(s) or control(s) the customer or the natural person(s) for whose account or on whose behalf a transaction is being conducted or a business relationship is established. It includes those natural persons that do not have a controlling holding in the company or a formal mandate of any kind but who are de facto exercising similar control over the company.

Control is the legal or de facto right to exercise a decisive influence over the appointment of the majority of its directors or managers or over the direction of its operations.

There are two classes of beneficial owners:

#### 1) Shareholders who hold more than 25% [TAB1]

The natural person(s) who ultimately own(s) or control(s) this corporate entity through direct or indirect ownership or control over 25% of the shares or voting rights of that corporate entity;

**Example:** Company B and Company C hold each have a 20-percent interest in Company A. The private individual Z holds 90 % of the shares of Company B and of the Company C. Z is considered as shareholder holding more than 25% of A, for Z holds – indirectly – 36 % of the shares in A.

- This said, where a shareholder holding more than 25% is a legal arrangement other than a registered company, beneficial owners are:

- Where the future beneficiaries have already been determined, the natural person(s) who is the beneficiary of 25% or more of the property of a legal arrangement or entity or;
- If the future beneficiary(ies) have not yet been designated, the group of persons in the main interests of whom the legal entity was formed or operates;

#### 2) Decision maker [TAB1]

- Natural Persons who have a formal mandate within the Board of the company. These are for example the person(s) who are named (or equivalent of) Chief Executive Officer (CEO), Chief Financial Officer (CFO) or Treasurer.

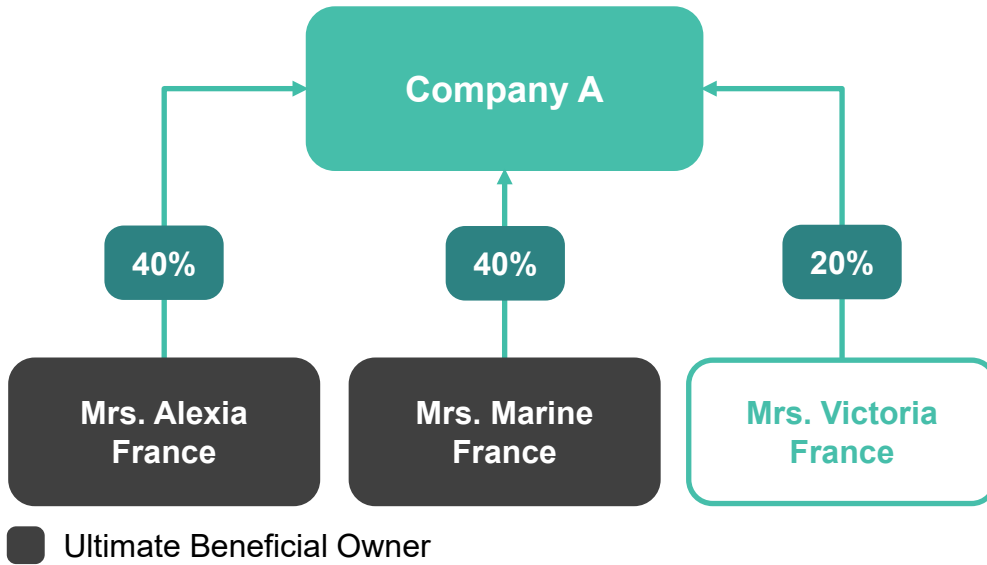
If a legal entity exercises a mandate in the Board of the company, it is required to list all Board level mandate holders including their function.

- Natural persons that do not have a controlling holding in the company or a formal mandate of any kind but who are de facto exercising similar control over the company.

#### 4. Shareholder Structure - Example diagrams [TAB 2]

Note that the diagram should clearly indicate all natural persons that hold or control directly or indirectly at least 25% in the capital or at least 25% of the voting rights.

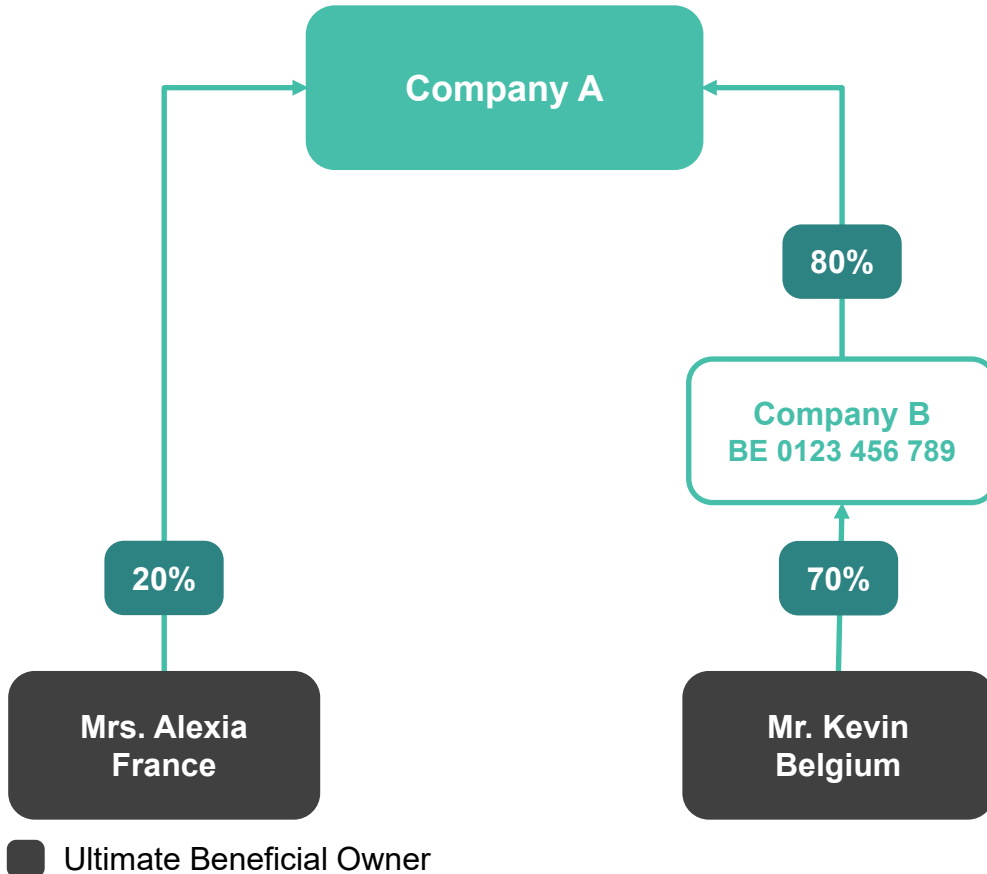
Example #1: direct holding of the capital



**Mrs. Alexia and Mrs. Marine are UBOs of Company A**

Why? They hold more than 25% of the capital of the company A (each 40% respectively)

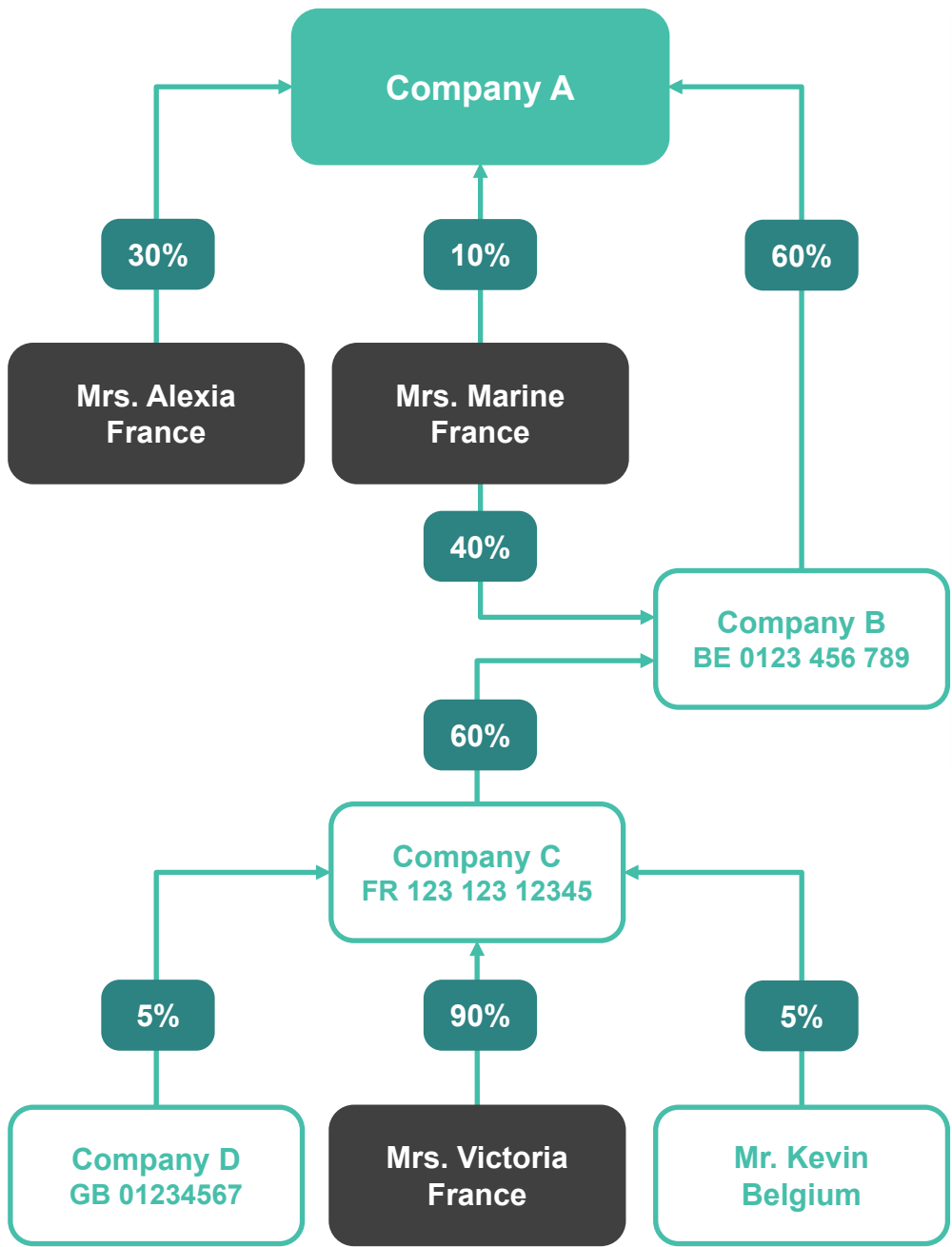
Example #2: indirect holding of the capital



**Mr. Kevin is the UBO of Company A**

Why? He holds indirectly more than 25% of the capital of Company A  
 $80 \times 70\% = 56\%$

Example #3: direct and indirect holding of the capital



**Mrs. Alexia, Mrs. Marine and Mrs. Victoria are the UBOs of Company A**

Why? Mrs. Victoria indirectly holds 32,4% of the capital of Company A:  $60 \times 60 \times 90\% = 32,4\%$

Mrs. Marine holds 34% of the capital of Company A, 10% directly and 24% indirectly:  $10 + (60 \times 40\%) = 34\%$

Mrs. Alexia holds directly 30% of the capital of Company A

■ Ultimate Beneficial Owner

**5. Exemption from the identification of beneficial [TAB 3]**

- If the shareholder holding more than 25% is
- A listed company: a company whose shares are traded on a regulated market a Member States of the European Economic Area; or
  - A credit or financial institution located in a country listed by the Royal Decree of 19 July 2013 drawing up a third country equivalence list for a simplified due diligence (article 37(2), subparagraph 1(2 and 5), of the AML law);
  - Legal persons governed by public national laws;
  - Governing authorities of the European Union, bodies and agencies as defined by the Royal Decree of 19 July 2013 drawing up a list of European governing authorities, bodies and specialized agencies for a simplified due diligence.

## 6. PEP – Politically Exposed Person

1) Heads of State, heads of government, ministers and deputy or assistant ministers; members of parliaments; members of the governing bodies of political parties; members of supreme courts, of constitutional courts or of other high judicial bodies whose decisions are not subject to further appeal, except in exceptional circumstances; members of courts of auditors or of the boards of central banks; ambassadors, chargés d'affaires and high armed forces; members of the administrative, management or supervisory bodies of State owned enterprises; directors, deputy directors and members of the board or equivalent function of an international

2) Family members: the spouse, any person considered as equivalent to the persons considered as equivalent to the spouse; the parents;

3) any natural person who is known to have joint beneficial ownership of legal entities or legal arrangements, or any other close business relations, with a PEP; any natural person who has sole beneficial ownership of a legal entity or legal arrangement which is known to have been set up for the benefit de facto of a PEP.

**Worldline Financial Solutions reserves the right to request additional information it deems necessary for customer due diligence purposes**