

Account Opening Form – Corporate
ALA /AOF/2022/Rev-002

ACCOUNT NAME	
ACCOUNT NUMBER	



CHECKLIST OF THE DOCUMENTS REQUIRED:	
<input type="checkbox"/>	Trade License
<input type="checkbox"/>	Certificate of Incorporation
<input type="checkbox"/>	Memorandum of Association
<input type="checkbox"/>	TAX Registration Number
<input type="checkbox"/>	Audited Financial Statements or Shareholder Bank Statement for 2 Months
<input type="checkbox"/>	Documented proof of Business Location
<input type="checkbox"/>	KYC Documents of the UBO- Share Holder
<input type="checkbox"/>	Residency Proof of the UBO- Share Holder

Declaration:

Customers who wish to open a Business Account with us must submit the following documents. Failure to send the minimum document required will cause delay or ultimately the ejection of the application

ACCOUNT OPENING FORM**COMPANY DETAILS:**

Company Registered Name		
Registered Address		
Trade License Number		
Country of Incorporation		
Date of Incorporation		
Tax Identification No (TRN)		
Contact Details	Person Name	
	Designation	
	Landline Number	
	Mobile Number	
	Email ID	
Website		
External Financial Auditors If Yes provide Name:	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Is Company listed on Stock Exchange if Yes indicate the name of the stock exchange and the quotation board:	<input type="checkbox"/> YES <input type="checkbox"/> NO	
No. of Subsidiaries (if any):		

BUSINESS ACTIVITY DETAILS

Nature of Business Activity	Precious Metal Trader	
	Wholesaler Manufacturer	
	Miner (small scale/large scale)	
	Refinery	
	Investment Company	
	Exporter	
	Others (Please specify):	
Number of Years in the Business Activity		
Geography of Operations		
Major Products Trading		
Number of Employees		

SPECIFY METHOD OF PAYMENT %

Cash	
Bank TT	
Cheque	
Exchange of Gold	
Letter of Credit	

DESCRIPTION OF MATERIAL TO BE DEPOSITED / TRADED

Type of Metal	Jewelry Scrap	
	Fine Bars	
	Recycled Gold	
	Mined Gold	
	LBMA GD Bullion	
	Non-LBMA Good Delivery Bullion	
Country of origin of the precious metals delivered		
Profile of your precious metal suppliers	<input type="checkbox"/> Individuals <input type="checkbox"/> Legal Entities	
Monthly Estimated Turnover		
Estimated Precious Metal Content (%)	Gold	
	Silver	
	Others	
Countries of destination of precious metals once refined?		
Is the Company legally required to have a license to import precious metals? If yes, please provide a copy of the license.		
Is the Company legally required to have a license to export precious metals? If yes, please provide a copy of the license.		

LIST OF SUPPLIERS AND CUSTOMER DETAILS

SL NO	Name	Country of Origin
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

BANKING INFORMATION

Account Name	
Bank Name / Branch	
Bank address	
Bank SWIFT Code	
Bank account number	
Bank IBAN	

MANAGEMENT STRUCTURE

BOARD OF DIRECTORS

Name	Nationality	Date of Birth	Passport Number	Passport Expiry	Designation

Senior Management

Name	Nationality	Date of Birth	Passport Number	Passport Expiry	Designation

ULTIMATE BENEFICIAL OWNERS (owns more than 25% of the company's shares or more)

Name	Nationality	Date of Birth	Passport Number	Passport Expiry	Residency Status

Declaration:

I/We confirm that I am/we are not a Politically Exposed Person

I/We hereby authorize investigation of my/our identity and agree to enhanced ongoing monitoring should I/we be deemed to be politically exposed.

SHAREHOLDERS/ULTIMATE BENEFICIAL OWNER DETAILS

Are shareholders/ultimate beneficial of a PEP or Associated with a PEP?	
Do any family member/close associate of your directors, shareholders, or authorized personnel hold, or have previously held or actively sought a position or are being considered for a prominent public position?	
Do any family member/close associate of your directors, shareholders, or authorized personnel hold, or have previously held, or actively sought a position, or are being considered for a prominent public position?	
Are the company or ultimate beneficiaries listed as a sanctioned entity by any country or UNSCR?	
Any previous or existing business dealing (by a company or ultimate beneficiaries) with individuals/entities in the countries listed under sanctions or embargo list of UAE, UNSCR & USA's Office of Foreign Asset Control, Department of the Treasury ("OFAC"), or otherwise subject to any U.S. sanctions administered by OFAC	

Sanction Declaration	
Do you deal with any sanctioned country? If yes, please mention which	<input type="checkbox"/> YES <input type="checkbox"/> NO
Has your company implemented UAE Cabinet issued Resolution (74) of 2020	<input type="checkbox"/> YES <input type="checkbox"/> NO
Has your company Subscribed to the United Nations Consolidated List and UAE Terrorist list from the Executive Office website www.uaeiec.gov.ae	<input type="checkbox"/> YES <input type="checkbox"/> NO
Does your company deal with individuals, entities, groups, or undertakings, which fall in the "UAE Terrorist List" and "UN Nation Consolidated List"	<input type="checkbox"/> YES <input type="checkbox"/> NO

FINANCIAL INFORMATION			
Details	Currency	Last Reporting Date	Previous Years Info
Share Capital			
Shareholder's Equity			
Total Balance Sheet			
Sale			
Net Income			

SOURCE OF FUNDS DECLARATION	
Source of Income	<input type="checkbox"/> Investment Income <input type="checkbox"/> Business Earning <input type="checkbox"/> Salary <input type="checkbox"/> Property Income <input type="checkbox"/> Any other:
Estimated Annual Income	<input type="checkbox"/> AED 1-25 Million <input type="checkbox"/> AED 25-50 million <input type="checkbox"/> AED 50-100 Million <input type="checkbox"/> AED100 Million and Above
Estimated Total Net worth	<input type="checkbox"/> AED 1-25 Million <input type="checkbox"/> AED 25-50 million <input type="checkbox"/> AED 50-100 Million <input type="checkbox"/> AED100 Million and Above

Declaration:

I/We understand that I/we am/are required to declare the source of funds that I/we will be using for the purpose as stated in this application as a part of the AL Aya Gold LLC requirement to open an account. I/We understand the requirements of the Federal Decree-Law No. (20) of 2018 On Anti-Money Laundering and Combatting the Financing of Terrorism and Financing of Illegal Organizations and the Cabinet Decision No. (10) of 2019 Concerning the Implementing Regulation of Decree-Law no. (20) of 2018 on Anti-Money Laundering and Combatting the Financing of Terrorism and Illegal Organizations and do hereby undertake that the source of funds/metals are acquired from legitimate sources and evidence of such is available if needed or as requested.

I/We do hereby undertake that the funds/metals do not originate from any sanctioned country/entity/person/s from the United Nations and other relevant sanction programs. We are authorizing to Compliance Department of AL Aya Gold LLC can contact our dedicated compliance person at any time to obtain documents for periodic assessment, additional documents requirements, AML Questionnaire, etc.

REPRESENTATIVES AUTHORIZATION

The persons named below are authorized to represent the company in its business relationship with AL Aya Gold LLC without restrictions. In particular, they are authorized to operate accounts and safekeeping accounts in the company’s name, enter obligations on buying & selling of bullion, issuing payment orders, placement of overnight/ AL Aya Gold LLC orders for bullion, and have authority to sign a consignment agreement for bullion and other instruments on behalf of the company. Regardless of any changes published in the commercial register and in case of death or loss of capacity to act of the proprietor of a sole proprietorship, the signatures below and the corresponding signatory and representative rights are valid until revoked by special written notice to AL Aya Gold LLC.

SL No	Name	Emirates ID Number	Signature

AUTHORIZED SIGNATORIES

The persons named below are authorized to represent the company in its business relationship with AL Aya Gold LLC without restrictions. They are authorized to operate accounts and safekeeping accounts in the company’s name, enter obligations on buying & selling of bullion, issuing payment orders, placement of overnight/ GTC orders for bullion, and authority to sign a consignment agreement for bullion and other instruments on behalf of the company. Regardless of any changes published in the commercial register and in case of death or loss of capacity to act of the proprietor of a sole proprietorship, the signatures below and the corresponding signatory and representative rights are valid until revoked by special written notice AL Aya Gold LLC.

NAME	TITLE	SIGNATURE

DECLARATION

By signing this form by the hereby I _____ declare that the information provided is true and that all documents submitted along with the application are genuine. Further, I hereby undertake to promptly inform AL Aya Gold LLC in writing of any changes in the information provided herein and agree that AL Aya Gold LLC is neither responsible nor liable for any losses or activity performed based on the information provided. I also agree to provide any additional information or documentation that may be required from time to time by AL Aya Gold LLC or its authorized agents and representatives.

I declare that I have read and understood all Terms & conditions as mentioned in the account opening form. I’m fully aware that AL Aya Gold LLC at its discretion has the right to conduct enhanced due diligence and gather more related information and data in case of any red flag has been identified at any point time in accordance with the DMCC rules of the RBD-GPM.

SL No	NAME	TITLE	SIGNATURE

KNOW YOUR CUSTOMER QUESTIONER

Anti-Money Laundering and Combating Financial Terrorism CTF

Does the company have a person responsible for AML – CFT matters (Due diligence, AML policies, and training)? If yes, please provide details	<input type="checkbox"/> Yes <input type="checkbox"/> No <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr><td style="width: 60%;">Name</td><td></td></tr> <tr><td>Designation</td><td></td></tr> <tr><td>Number</td><td></td></tr> <tr><td>Email ID</td><td></td></tr> </table>	Name		Designation		Number		Email ID																																									
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Does your company implement policies and procedures applicable to all branches and subsidiaries related to local and international covering Cabinet Decision No? (10) of 2019 Anti-Money Laundering and Combat Terrorist Financing?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																
Does the company conduct AML-CFT training for Employees?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																
Does the company delegate to third parties some of the compliance functions to be carried out? If yes, what function and which company do you delegate?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																
Did your establishment sign up for the GOAML system of the FIU? 1) Update all Cash and Wire Transaction above AED55,000/- 2) Report Suspicious activity /Transaction	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																
Provide the Proof of GO AML Registration																																																	
Does your Company have checks in place to identify if its customers/clients and their beneficial owners are 'Politically Exposed Persons (PEPs)?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																
Does your company conduct risk assessment considering the results of the National Risk Assessment and Geographic risk?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																
Does your establishment have procedures in place to check if its customers/clients and any other parties (such as beneficial owners) are subjects of targeted financial sanctions by the United Nations Security Council, the UAE, or any other relevant body as per the UAE Cabinet issued Resolution (74) of 2020?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																
Does your Company conduct Sanctions, PEP, and Adverse Media Screening on Customers and Suppliers?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																
Does your company implement a Customer Due Diligence Procedure based on the directive of MOE? If Yes please confirm which of the documents/ information is collected from the Customer	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%; text-align: left;">For Legal Entities</th> <th style="width: 5%;">Yes</th> <th style="width: 5%;">No</th> <th style="width: 45%; text-align: left;">Individuals</th> <th style="width: 5%;">Yes</th> <th style="width: 5%;">NO</th> </tr> </thead> <tbody> <tr><td>Trade License Copy</td><td></td><td></td><td>Full Name</td><td></td><td></td></tr> <tr><td>Tax Registration Certificate Copy</td><td></td><td></td><td>Identification Documents</td><td></td><td></td></tr> <tr><td>Identify the Nature of Business</td><td></td><td></td><td>Origin of Metal (if Selling)</td><td></td><td></td></tr> <tr><td>Collect Identification Documents of all the UBO</td><td></td><td></td><td>Nationality</td><td></td><td></td></tr> <tr><td>Origin of Precious Metals</td><td></td><td></td><td>Occupation</td><td></td><td></td></tr> <tr><td>Residency Status of the Shareholder</td><td></td><td></td><td>Residency Status</td><td></td><td></td></tr> <tr><td>Source of Funds and Wealth</td><td></td><td></td><td>Source of Funds and Wealth</td><td></td><td></td></tr> </tbody> </table>	For Legal Entities	Yes	No	Individuals	Yes	NO	Trade License Copy			Full Name			Tax Registration Certificate Copy			Identification Documents			Identify the Nature of Business			Origin of Metal (if Selling)			Collect Identification Documents of all the UBO			Nationality			Origin of Precious Metals			Occupation			Residency Status of the Shareholder			Residency Status			Source of Funds and Wealth			Source of Funds and Wealth			
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Does your entity Suspicious Transactions Report Procedure?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																
Is the Senior Management involved in the Governance and Supervisor of the business activity and Compliance Procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																
How Long does your entity keep records of all Business-related activities like Transaction Detail, Agreements, Invoices, Logistics Reports	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																

Transactional Monitoring	
Does the company have a monitoring program for unusual and potentially suspicious activity that covers funds transfers & monetary instruments (e.g., traveler's cheques) or third-party payments?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do the Company screen suppliers and transactions against lists of persons, entities, or countries issued by government/competent authority?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the Company have a specific procedure if a deal with an individual is significantly higher than the average deal? If yes, please describe:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the Entity have controls to support the inclusion of required beneficiary information in international payment messages?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the entity have a policy and procedure to identify and terminate transactions with Shell Banks and companies, Unregulated Charities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your company receive or make payments via Virtual Currencies?	<input type="checkbox"/> Yes <input type="checkbox"/> No

ANTI-BRIBERY POLICY	
Has the Entity documented policies and procedures consistent with applicable regulations and requirements to prevent, detect and report bribery and corruption?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the company, or the Senior Management ever been charged anywhere in the world for violation of applicable anti-bribery laws or regulations?	<input type="checkbox"/> Yes <input type="checkbox"/> No

RESPONSIBLE PRECIOUS METAL SUPPLY CHAIN POLICY	
Does your company establish a responsible supply chain of metals from conflict-affected and high-risk areas policy that is consistent with the standards of the OECD Due Diligence guidance for the responsible supply chain of minerals from conflict-affected and high-risk areas?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you implement systems for the identification of your suppliers and retain related documents in accordance with the DMCC rules for RBD-GPM and OECD Guidelines?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you implement policies and procedures designed to meet and implement the DMCC rules for RBD-GPM/ OECD Guidelines?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you implement a formal responsible supply chain policy that identifies and mitigates related risk in accordance with the DMCC in alignment with the OECD Due Diligence for the responsible supply chain of minerals from conflicted and high-risk areas?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you audited by a third-party independent auditor or not? If the answer is Yes, please provide the auditor and the date of the last audit conducted.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you active in primary Mine supply (e.g Dore Bars)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you active in secondary supply (e.g Scrap Jewellery)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you currently / potentially source metal from conflicted and high-risk areas or not? If the answer is Yes, please mention countries and methods of risk management followed at your company	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the risk assessment consider delivery channel risk?	<input type="checkbox"/> Yes <input type="checkbox"/> No
What controls are in place to manage the identified risks?	1. 2. 3. 4. 5.

General Terms of Agreement

The relationship between the customer and AL Aya Gold LLC is governed by the below terms and conditions:

These General Terms and Conditions (hereinafter referred to as General Conditions) shall apply in respect of all purchases of Scrap Gold/Ore (hereinafter referred to as Metal) from the subject customer (hereinafter referred to as the Supplier) by AL Aya Gold LLC (hereinafter referred to as purchaser) where payment is made in refined Gold Bars or Powder (hereinafter referred to as Pure Gold).

These general conditions supersede any previous T&C and are effective from the initial date of opening the account with AL Aya Gold LLC

- By issuing an invoice and/ or delivery note addressed to the Purchaser the Supplier confirms that the metal sold, as specified in the invoice and/ or the delivery note, complies with the DMCC rules of RBD-GPM in accordance with the OECD due diligence guidelines for the responsible supply chain of minerals from conflicted and high -risk areas.
- By issuing an invoice and/ or delivery note addressed to the Purchaser, the supplier confirms that the metal sold, as specified in the invoice and/ or the delivery note, complies with the ten principles of the UN Global Compact in the areas of Human rights, labor, the Environment, and Anti-Corruption.
- Title to all pure gold delivered by the purchaser to the supplier, will pass on actual delivery as evidenced by the issue of a receipt invoice and/ or delivery note as appropriate.
- Title to all metal delivered by the supplier to the purchaser, will pass on actual delivery as evidenced by the issue of a receipt invoice and/ or delivery note as appropriate.
- The purity marked by the supplier on the invoice and/ or the delivery note is indicative, and the final settlement will take place based on the Final Fire Assay Report (FFAR) issued by the purchaser. The FFAR means the fire assay report issued by the purchaser and agreed by the supplier and considered final when officially accepted by the supplier or no dispute is received from the supplier within 48 hours after the fire assay report issuance date. The fire assay report in our case represents the bid of the purchaser to the supplier's metal which once accepted will represent the purchase price. Accordingly, no claim raised by the supplier for any gold, silver, or any other by-product over the FFAR will be accepted by AL Aya Gold LLC.
- In case of any dispute by the supplier and received by the purchaser within 48 hours of the issuing date of the fire assay, either the gold will be returned to the supplier, or the settlement will be made based on the assay report issued by an independent acceptable laboratory market.
- In case any excess pure gold is delivered by the purchaser to the supplier in settlement of the metal (due to a difference in purity) the supplier hereby undertakes to return the excess metal immediately to the purchaser.
- In case any excess metal is delivered to the purchaser by the supplier (due to a difference in purity) the purchaser hereby undertakes to return the excess metal immediately to the supplier.
- AL Aya Gold LLC has the right to reject any transaction in case it is not in alignment with the DMCC rules of RBD-GPM and the UN General Compact principles that fall under the OECD due diligence guidance.
- AL Aya Gold LLC will send a monthly statement of account through one of the officially accepted means. If no official objection is received from your side within 48 hours all details and amounts mentioned in the statement of account will be assumed to be correct.

- The supplier’s account with AL Aya Gold LLC will remain active however AL Aya Gold LLC has the right and at its own discretion to keep the account on hold in case no transaction is conducted for consecutive six months.
- In case of termination from the supplier (customer) side all obligations must be fulfilled as per the norms before business relationship termination.
- The supplier’s code of ethics is an integral part of the AL Aya Gold LLC account opening form (when applicable).

LEGAL PROCEEDINGS

- The place of performance is the location of the AL Aya Gold with which the contractual relationship exists.
- For companies currently domiciles abroad or who move their domicile abroad in the future, this remains the place of performance as well as the place of enforcement.
- All legal relationships between the company and AL Aya Gold LLC are governed by UAE law.
- The sole place of jurisdiction for all legal proceedings is Abu Dhabi -UAE or the place of business of AL Aya Gold LLC with which the contractual relationship exists.
- AL Aya Gold LLC also reserves the right to take legal action against the company before any other competent court.

DECLARATION

By signing this form hereby I, _____ declare that the information provided is true and that all documents submitted along with the application are genuine. Further, I hereby undertake to promptly inform AL Aya Gold LLC in writing of any changes in the information provided herein and agree that AL Aya Gold LLC is neither responsible nor liable for any losses or activity performed on the basis of the information provided. I also agree to provide any additional information or documentation that may be required from time to time by AL Aya Gold LLC or its authorized agents and representatives.

I/We confirm that we are observing and complying with local and international laws, rules, and regulations, including those covering the illicit trade in precious metals and the United Nations Security Council Sanctions. Also, we hereby undertake that our sources of precious metals are free from conflict financing, criminal funding, worst forms of child labour, and human rights abuses.

I/We understand that by working with AL Aya Gold LLC, we may be requested to provide supply chain information and documentation for the due diligence process and failure to cooperate may cause AL Aya Gold LLC to refuse a transaction or supplier as required by the above-mentioned guidelines.

I declare that I have read and understood all Terms& conditions as mentioned in the account opening form.

I’m fully aware that AL Aya Gold LLC at its own discretion has the right to conduct enhanced due diligence and gather more related information and data in case of any red flag has been identified at any point of time in accordance with the DMCC rules of the RBD-GPM.

Authorized Signatory	
Name	
Company Name	
Signature	
Date	