KDA GEOSYSTEMS
LAND SURVEYING & PROPERTY DEVELOPMENT

CLIENT PRE-ONBOARDING FORM – CORPORATE

Please complete all fields fully and legibly. This form is the primary source for compromis de vente / notarial deed preparation.

SECTION 1 - PROPOSED TRANSACTION	
Type of Transaction	Purchase of land
Project / Morcellement	
Plot No(s).	

SECTION 2 -COMPANY DETAILS	
Name of company	
Type of Business	
Date of Incorporation	
Address of the company	
Phone Number (Landline)	
Email address	

SECTION 3 – DIRECTOR / SIGNATORY DETAILS / SHAREHOLDER - INDIVIDUAL	
Status *(tick as applicable)*	☐ Director/Signatory ☐ Shareholder
Surname *(UPPERCASE exactly as on NID card)*	
First Name(s) *(As printed on NID card)*	
Maiden Name (If applicable)	
Date of Birth *(DD / MM / YYYY*	
Place of Birth	
Nationality	
Current residential address	
Landline	
Mobile (Whatsapp)	
Office Phone	
Email address	

SECTION 4- DIRECTOR DETAILS - CORPORATE	
Name of Entity	
Type of Entity	
Registration Number	
Country of Registration	
Registered Office Address	
Landline	
Mobile (Whatsapp)	
Office Phone	
Email address	

SECTION 5 -COMPROMIS DE VENTE / DEED SIGNATORY	
The Signatory Buyer is the person who signs the compromis de vente / notarial deed.	
Title	☐ Director ☐ Authorised Signatory

SECTION 6 - SOURCE OF FUNDS ✱ (tick all that apply) ***see Section 9 for full document submission***		
☐	**Company profit / dividend**	See Section 9
☐	**Investments**	Investment account statements; or redemption confirmations
☐	**Loan**	Signed Loan Agreement (by all parties) relevant to present transaction; or signed confirmation letter from bank
☐	**Real Estate**	Notary certificate confirming property transaction including value; **or** copy of sales deed; **or** lease agreement/ rent book **or** bank statements for the past 3 months showing recurrent rent income credit
☐	**Others**	Will depend on the case - describe in field below
	If 'Others' — describe source of funds here: ____	

SECTION 7 — POLITICALLY EXPOSED PERSON (PEP) SELF DECLARATION

In accordance with provisions of the FIAMLA and internal controls and procedures, an Enhanced Due Diligence (EDD) shall be undertaken for clients classified as Politically Exposed Person (PEP).

Please read the definition below carefully, select the relevant box and sign the declaration.

Explanatory Note:
FIAML regulations defines a PEP as a person classified as below:

a. *Domestic PEP*
   - *Heads of state*
   - *Heads of government*
   - *Ministers and deputy ministers*
   - *Members of parliament or similar legislative bodies*
   - *Members of governing bodies of political parties*
   - *Members of supreme courts, or any judicial body*
   - *Members of courts of auditors or of the boards of central banks*
   - *Ambassadors, charges d'affaires and high-ranking officers in the armed forces*
   - *Members of the administrative, management or supervisory bodies of state-owned enterprises*
   - *Directors, deputy directors and members of the board of equivalent function of an international organisation*

b. *Close associates and family members*
   - *An individual who is closely connected to a PEP, either socially or professionally*
   - *An individual who is related to a PEP, either directly through blood relationship or through marriage or similar forms of partnership*

	Any Director	Any Shareholder	Any Authorised Signatory	Donor (if applicable)
7 (i) Any shareholder(s)/director(s)/authorised signatory is Politically Exposed Person (PEP)	☐	☐	☐	☐
7 (ii) An immediate family member or a close associate of shareholder(s)/director(s)/authorised signatory is a PEP: ☐ Spouse/legal cohabitant ☐ Parent ☐ Children/spouse of children *If a close associate, describe nature of the association:* ____	☐	☐	☐	☐
7 (iii) None of the shareholders/directors/authorised signatory nor any immediate family members nor close associates are PEP	☐	☐	☐	☐

In case 7 (i) and/or 7 (ii) is ticked, please provide a professional reference letter. See format attached.

DECLARATION OF SOURCE OF FUNDS / WEALTH UNDER THE FINANCIAL INTELLIGENCE AND ANTI-MONEY LAUNDERING ACT 2002

This is to certify that the undersigned in his/her capacity as ____________________of the Company hereby confirms the following:

- that I am/We are making this declaration confirming that the funds (dépôt) amounting MUR_______________________________________,which are to be used to fund the purchase of plot _____________________ represent funds obtained by the undersigned from corporate income/savings/lawful businesses and activities.
- that the monies are my/our corporate property and that at the time of the transfer to you, I am/we are legally entitled to transfer such monies; and
- that no such monies have been derived from any criminal activities of any nature whatsoever.
- I/We have paid no extra fees, commission or monies other than those stipulated in the "*compromis de vente*" and provisional booking letter as duly acknowledged.
- I/We have no claims whatsoever vis à vis the Vendor and/or KDA Geosystems Ltd and/or the project Notary
- I am/We are aware that any false declaration on my part towards KDA Geosystems Ltd may constitute an offence.
- I/We undertake to hold harmless and fully indemnify KDA Geosystems of all consequences of any false or inaccurate declaration or information on my/our part.

Yours faithfully,

SECTION 8 –REPRESENTATIVE OF THE COMPANY	
Name	
Signature	
Position	
Date	

By signing this form,

a. I/we declare that the information provided under this form and in relation to the application procedures, are, to the best of my knowledge and belief, true and correct. We also confirm and declare that the funds used to fund the proposed company are obtained by lawful means and have been derived by the client/shareholders through lawful means and have not been derived from any unlawful activities of any nature whatsoever.

b. *I/we hereby provide data under sections 24 and 44 of the Data Protection Act 2017 giving consent for execution of a contract and understand that the provision of data constitutes a necessary and proportionate measure for the prevention of money laundering offences. I/we further confirm having no objection to third party collection, processing and storing of my/our information in relation to my/our contemplated real estate acquisition.*

SECTION 9 - DOCUMENT SUBMISSION CHECKLIST

#		Document	Requirements
1	●	**Business Registration Certificate (BRN)**	*A4 size. Clear and legible copy.*
2	●	**Certificate of Incorporation**	*A4 size. Clear and legible copy.*
3	●	**MNS extract**	*Official registry document providing key information about the company, including its status, directors, and shareholders*
4	●	**Memorandum and articles / constitution (as applicable)**	*Document outlining the company's objectives, structure, and internal rules of governance*
5	●	**Latest Financial Statement**	*Recent financial report reflecting the company's financial position and performance*
6	●	**Company resolution**	*Signed company resolution authorising use of funds for the present acquisition. (see format attached)*
7	●	**Bank Cheque(s) + Bank Statement**	*Bank Cheques + Bank statement covering the 3 months prior to and including the date of withdrawal of cheque(s) to the notary, confirming the funds originate from your account. Bank statement to show client name, address, account number and bank name.*

● **Required from all clients** ◆ **Submit only if applicable to your situation**

#		Document	Requirements
SECTION A — REQUIRED FOR COMPROMIS DE VENTE SIGNATORIES AND ALL SHAREHOLDERS			
1	●	**Client Pre-Onboarding Form**	*Completed in full and signed by* *(i) company authorised representative signing the compromis de vente* *(ii) separate client pre-onboarding forms to be filled by all company shareholders*
2	●	**National Identity Card**	*Recto and verso (both sides). Clear and legible copy on a single page*
3	●	**Birth Certificate**	*A4 size. Clear and legible copy.*
4	●	**Proof of Address**	*Utility bill — CEB or CWA only. Not more than 2 months old. Clear and legible copy accepted. PO Box addresses are not accepted.*
SECTION B — REQUIRED FROM COMPROMIS DE VENTE SIGNATORIES AND ALL SHAREHOLDERS			
If MARRIED COUPLE:			
6	◆	**National Identity Card — Spouse (Mrs or Mr)**	*Recto and verso (both sides). Clear and legible copy on a single page.*
7	◆	**Birth Certificate — Spouse (Mrs or Mr)**	*A4 size. Clear and legible copy.*
8	◆	**Marriage Certificate**	*A4 size. Clear and legible copy.*
If DIVORCED:			
9	◆	**Divorce Judgment**	*And any other civil status certificate confirming the divorce. All pages required. Clear and legible copy.*
If WIDOWED:			
10	◆	**Death Certificate of deceased spouse**	*A4 size. Clear and legible copy.*

IMPORTANT NOTES

1. All documents must be complete and legible. Originals may be requested.
2. For multiple plots, **one** client pre-onboarding form covers all plots — list all plot numbers in the Plot No(s). field.
3. Additional documents may be requested at any time including directly from the Vendor. You may be requested to provide evidence and supporting documentation in respect of any transaction (including credit to your account) recorded on your bank statement. In that case, it will be **mandatory** for you to provide same.
4. **Incomplete or delayed document submissions may result in provisional booking cancellation/rejection.**
5. All financial transactions are subject to KYC requirements under the Financial Intelligence and Anti-Money Laundering Act 2002.
6. Documents in a language other than English or French must be accompanied by a certified translation.

SECTION 10 — FOR KDA INTERNAL USE

To be completed by KDA staff only.

	Yes	No
E-Signature (by email) *In case No, e-signature shall be at sales office*	☐	☐
NID(s)	☐	☐
Birth certificate(s)	☐	☐
Marriage certificate	☐	☐
Divorce certificate	☐	☐
Death certificate	☐	☐
Proof of address *Utility bill (less than 2 months)*	☐	☐
Bank statement	☐	☐
BRN	☐	☐
Certificate of Incorporation	☐	☐
MNS Extract	☐	☐
Company resolution	☐	☐
Verification date		
Remarks		

KDA rep. signature
(and senior management if applicable)

Client signature

LETTERHEAD OF PROFESSIONAL

KDA Geosystems Limited
Pierrefonds sales office
Pierrefonds

Date: _____/______/______

Dear Sir/Madam

Professional reference letter

I have been acting as a [*professional*] in [*the country the professional practices*] for more than *[years of practice*] years.

The purpose of this letter is to certify that [*full name(s) of plot reservant(s)*] of [*permanent residential address of plot reservant(s)*] is known to me for a period of [*number*] years.

[*Plot reservant(s)*] is/are in the business [*business activity of the plot reservant(s)*] for [*number*] years.

I hereby confirm that to the best of my knowledge [*name(s) of plot reservant(s)]* is/are a trustful and well respected person(s) and I have no objective reasons not to recommend [*name(s) of plot reservant(s)*] to any individual, company, financial institution or public authority who might consider entering into a professional or business relationship with the above named person(s).

Yours faithfully

Signature of professional

Seal of professional

<Company Name>

<Registered office address>

<BRN>

<VAT number as applicable>

Written resolutions in lieu of holding a Shareholder Meeting passed in accordance with Section 117 of the Fifth Schedule of the Companies Act 2001.

I/We, the undersigned, being the shareholder(s) of the company who at the date of this written resolutions are entitled to attend and vote at a shareholder meeting of the company, hereby certify that the following written Resolutions as a unanimous resolution for entry in the minutes book of the company have been delivered to and approved by me/us.

Deposit for acquisition of property

Resolved that a deposit for acquisition of a property being plot(s)_______________ at Lotissement Le Pierrefonds (Phase 2) for an amount of MUR <*insert deposit amount for land only*> be and is hereby approved.

Further resolved that the said acquisition be financed by way:

(i) Deposit for acquisition out of company reserves as per MNS extract
(ii) Remainder amounts out of bank loan/shareholder loan/further company reserves

Further resolved that Mr(s)____________________________ in his/her capacity as director/authorised signatory of the company be authorised to undertake all the formalities pertaining to the above deposit for acquisition and subsequent remainder amounts for and on behalf of the company.

Further resolved that we certify and warrant that we have ascertained that the present transaction is in conformity with the company's interests and objectives

Further resolved that all applicable AML/CFT rules have been taken cognisance of and confirm that all supporting documents in relation thereof shall be provided.

Dated this _____/______/______

Signature of all company shareholders