

## KYC REVIEW Limited Partnerships

Change in Limited Partnership			
	Change in Limited Partnership		
1.	A duly dated and signed shareholding structure (where appropriate), clearly mentioning the percentage shareholding interest held. The structure should go back to the ultimate beneficial owner(s)/partner(s), where applicable. The document may be signed by the Management Company, the Registered Agent, a director, the company secretary, an accountant or the beneficial owner.		
2.	<b>Either</b> a certificate of incumbency, duly signed by the Secretary <b>or</b> a confirmation from the General Partner, clearly mentioning the names and details of the General Partner and Limited Partner(s), together with their respective partnership interests (if the Limited Partnership has been in existence for more than one year).		
3.	A certified true copy of any other licence (e.g. CIS Licence), issued by the Financial Service Commission (FSC).		
4.	A certified true copy of the Renewed/Amendment to Deed of Partnership, duly stamped with the relevant authority seal (e.g. Registrar, notary) or Partnership Agreement (as may be applicable).		
5.	An undertaking from the General Partner to inform the Bank of any material change in the partnership or in its operations.		
6.	A duly dated and signed business plan or certified true copy thereof, clearly detailing the business activities of the Company and including the sources and application of funds and estimated volume of inflows and outflows and the LLP agreement.		
7.	A Declaration of Beneficial Ownership of the entity duly signed by the General Partner or Registered Agent/ Secretary of the applicant.		
8.	Form "F2064 - Self Certification Form for Entities" signed by the General Partner or Registered Agent/ Secretary of the applicant.		
Change in parties to the Limited Partnership			
	For a General Partner who is an individual:		
2.	(a) Original or certified true copy of proof of identity in the form of a valid passport or identity card with clear photographic image, bearing the individual's specimen signature.		
	(b) Original or certified true copy of proof of current permanent residential address dated less than 3 months (e.g. a utility bill).		
	(c) A letter of reference from a reputable bank or other acceptable financial institution (dated less than 3 months) or letter of authority, for non-resident individual(s).		
	For a General Partner who is a corporate body:		
	(a) A certified true copy of the Certificate of Incorporation or an electronic certificate of incorporation (e-Certificate).		
	(b) A certified true copy of license/authorization (if applicable).		
	(c) A certified true copy of Register of Directors or Certificate of incumbency listing the directors of the company duly signed by the Secretary.		
	(d) A written resolution appointing the persons authorized to sign on behalf of the Corporate Partner, together with their specimen signatures.		
	(e) A certified true copy of the register of shareholders (or equivalent document) signed by either the company secretary or director or Registered Agent (only applicable where the General Partner owns/controls 20% or more of the Limited Partnership).		
	CDD documents on all significant shareholders of the General Partner (only applicable where the General Partner owns/controls 20% or more of the Limited Partnership):  *(please refer to table *CDD documents).		

Change in parties to the Limited Partnership				
1.	For a Limited Partner who is an individual (with a stake of more than 20% of the Limited Partnership): *(please refer to table * CDD documents).			
2.	For a Limited Partner who is a corporate body:			
	(a) A certified true copy of the Certificate of Incorporation or an electronic certificate of incorporation (e-Certificate).			
	(b) A certified true copy of license/authorisation (if applicable).			
	(c) A certified true copy of Register of Directors or Certificate of incumbency listing the directors of the company duly signed by the Secretary.			
	(d) A certified true copy of the register of shareholders (or equivalent document) signed by either the company secretary or director or Registered Agent (only applicable where the General Partner owns/controls 20% or more of the Limited Partnership).			
	CDD documents on all significant shareholders of the Limited Partner (only applicable where the Limited Partner owns/controls 20% or more of the Limited Partnership):			
	*(please refer to table *CDD documents).			
Change in Ultimate Beneficial Owner				
1.	*(please refer to table *CDD documents).			
2.	For Corporate entities:			
	(a) Certificate of change in name			
	(b) Certificate of redomiciliation			
	(c) Evidence of change in licence where applicable.			
*CDD documents				
Significant shareholders of the General Partner/ For a Limited Partner who is an individual				
Original or certified true copy of proof of identity in the form of a valid passport identity card with clear photographic image, bearing the individual's specimen signature				
Original or certified true copy of proof of current permanent residential address dated less than 3 months.				
A letter of reference from a reputable bank (dated less than 3 months) or letter of authority, for non-resident individual(s).				
• A copy of curriculum vitae (CV) of the settlor clearly mentioning the qualifications & work experience and the timeframe relating to same and providing clear indication of the individual's source of funds / wealth (for non-resident/ non-citizen).				