

CLEMENTINE SERVICES

**APPLICATION FORM &
KYC COMPLIANCE**

 **Clementine**

Property taken care of

KYC KNOW YOUR CUSTOMER

Know Your Customer (KYC) Checklist

Financial compliance regulations require us to verify the ID and address details of each new investor into Clementine Services.

We request that each new individual director completing the KYC verification should ensure that both proof of personal identify and current residence are submitted. Please submit:

A Proof of identity (via one of the following):

- Passport
- Driving Licence
- National Identity Card

B Proof of address (via one of the following):

- Identity card
- Driving license
- Bank statement
- Utility bill
- Credit card statement
- Council tax bill

Guidance

- Please check that your proof of ID is in date.
- Your proof of address should be less than three (3) months old.
- Please note all documentation you send to us will be stored as both hard copies and soft copies for the purposes of KYC and will be kept confidential and secured at all times. All soft copy documents containing personal information will be held securely via our encrypted system
- **The information is considered strictly private and confidential.**
- It is not used for any other purpose other than KYC verification and never will be.

APPLICATION FORM

A. Details of Investment

Loan Note:	Clementine Services Private Loan Note
Coupon:	10.0%pa
Paid:	Monthly
Term:	3 Years
Amount:	
Proposed Start Date:	
Proposed Maturity Date:	
Project(s):	Field Team & Fleet Expansion
Extended Security:	Wider Portfolio Cover and Director's Personal Guarantee.
Notes:	

IMPORTANT NOTICE

The value of any investment can rise or fall. You may be at risk of losing some or all of your invested sum. This could mean that you won't get back the full amount you originally invested.

It is important to note that the UK facilities market is not a regulated market. Clementine Services Limited is not regulated by the FCA. These loan notes offered by Clementine Services should only be considered as unregulated investments. Private loan notes, and other small securities, are not regulated by the FCA and do not qualify for the Financial Services Compensation Scheme nor the Financial Ombudsman Scheme.

These private loan notes are aimed at High Net Worth Individuals (HNWI) and Self-Certified Sophisticated Investors (SCSI) only. This document is for limited distribution and only aimed at persons to whom it may lawfully be communicated to under FSMA and The Financial Services and Markets Act 2000 (Financial Promotion) Order 2005 ("FPO") including investment professionals, HNWI individuals, SC sophisticated investors, High Net Worth Companies, unincorporated associations, family offices, and institutional investors.

ISA eligibility does not prevent consumers from losing their money.

Investors should seek independent advice from suitably competent and authorised legal and investment professionals. All costs and commissions are disclosed. This document is issued by Clementine Limited.

CLIENT INFORMATION FORM

B. Details of Individual Director

Forename:	
Surname:	
Occupation:	
Address:	
Date of Birth:	
Telephone Number:	
Mobile Number:	
Email:	
Passport Details	
Passport Number:	Place of Issue:
Date of Issue:	Date of Expiry:

C. Details of Company

Company:	
Role in Company:	
Percentage Shareholding (%):	
Previous Directorship:	

Please call anytime on 0191 323 3398 if you require any clarification in filling out this form.

SOURCE OF FUNDS

D. Source of Funds	
Bank Name:	
Account Number:	
Sort Code:	
Source of Funds (Savings, Sale of Property, Sale of Shares etc)	

Please call anytime on 0191 323 3398 if you require any clarification in filling out this form.

Commitment to Customer Service

We use online forms for speed of service, customer convenience and digital storage. Please let us know if you would prefer a hard copy agreement and we will arrange for two copies to be sent out to you via recorded delivery to be signed and returned at your convenience.

Our customer service levels are hugely important to us throughout your entire investment journey with Clementine. Please feel free to ask for any additional requests or further clarification/detail at any time.

Clementine Services offers a bespoke, designed investment service and as part of this we aim to ensure that each investor feels informed, attended, and importantly remains in control of your own investment decisions at all stages of our relationship.

COMMITMENT

DISCIPLINE

EXCELLENCE

STRENGTH

HABIT

FAITH

PASSION

PERFORMANCE

INTEGRITY


Clementine