



ལྷོ ། ། འབྲུག་ཉེན་བཅོལ་ཚད་འཛིན།

Bhutan Insurance Limited

Providing Security, Building Confidence

Your insurer of
CHOICE

ISO/IEC 27001:2022 & ISO/IEC 27701:2019 Certified Company

CUSTOMER ONBOARDING & KYC FORM: CORPORATE CLIENT

Please complete in CAPITAL LETTERS and tick the appropriate boxes. All fields **marked** as * are mandatory.

| | | | |
|-----------------------------|--|------------------------|--|
| Company Detail (s) * | | | |
| Name of Company: | | Date of Registration: | |
| License No: | | License Validity Date: | |
| Business Phone No: | | BIT/CIT TPN No: | |
| Email Address: | | | |

| | | | |
|-------------------------------|--|--------------------|--|
| Business Location:* | | | |
| Dzongkhag: | | Gewog: | |
| Village: | | Specific Location: | |
| House/Thram/Building/Flat No: | | | |

| Shareholders/Partners/ Owner Detail (s) * | | | | |
|--|-------------|---------|-----------|----------------|
| Name | Nationality | CID No. | Mobile No | Shareholding % |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |



ལྷོ ། ། འབྲུག་ཉེན་བཅོལ་ཚད་འཛིན།

Bhutan Insurance Limited

Providing Security, Building Confidence

Your insurer of
CHOICE

ISO/IEC 27001:2022 & ISO/IEC 27701:2019 Certified Company

CUSTOMER ONBOARDING & KYC FORM: CORPORATE CLIENT

Please complete in CAPITAL LETTERS and tick the appropriate boxes. All fields **marked** as * are mandatory.

| Board of Director(s) & Top Management Detail(s)* | | | | |
|---|--------------------|----------------|------------------|--------------------|
| Name | Nationality | CID No. | Mobile No | Designation |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

| Bank Account Detail(s) * | |
|---------------------------------|-------------------|
| Name of the Bank | Account No |
| Bank of Bhutan | |
| Bhutan National Bank | |
| Bhutan Development Bank | |
| T- Bank | |
| Druk Punjab National Bank | |



ཡུལ་ཉེན་བཅོལ་ཚད་འཛིན།

Bhutan Insurance Limited

Providing Security, Building Confidence

Your insurer of
CHOICE

ISO/IEC 27001:2022 & ISO/IEC 27701:2019 Certified Company

CUSTOMER ONBOARDING & KYC FORM: CORPORATE CLIENT

Please complete in CAPITAL LETTERS and tick the appropriate boxes. All fields **marked** as * are mandatory.

| Gross Annual Income in (Nu) * | | |
|-------------------------------|-----------------------------|-------------------------------|
| Nu.0 - Nu. 50,000 | Nu. 50,001 - Nu. 100,000 | Nu. 100,001 - Nu. 300,000 |
| Nu. 300,001 - Nu. 500,000 | Nu. 500,001 - Nu. 1,000,000 | Nu. 1,000,001 - Nu. 1,500,000 |
| Nu. 1,500,001 - Nu. 2,000,000 | Nu. 2,000,001 & Above | |

| Declaration of Beneficial Owner * | Specify "Yes" or "No" under PEP | | | | |
|-----------------------------------|---------------------------------|--------|-----------|---------|-------|
| | Name | CID No | Mobile No | Address | * PEP |
| | | | | | |
| | | | | | |

In accordance with "AML and CFT Rules & Regulations 2025," PEPs are individual who have been entrusted with prominent public functions. For example, head of state or government, senior politician, senior government, judiciary or military officials, senior executives of state owned corporations, and important political party officials.

AML/CFT Act 2018 and Beneficial Ownership Guideline for Reporting Entities 2024, defines a beneficial owner as:

- A natural person who ultimately owns or controls the rights to or benefits from property, including the person on whose behalf a transaction is conducted: or
- A person who exercises ultimate effective control over a legal person or legal arrangement.



ISO/IEC 27001:2022 & ISO/IEC 27701:2019 Certified Company

CUSTOMER ONBOARDING & KYC FORM: CORPORATE CLIENT

Please complete in CAPITAL LETTERS and tick the appropriate boxes. All fields **marked** as * are mandatory.

As per AML/CFT Act 2018, a natural person is deemed to ultimately own or control rights to or benefit from property within the meaning of the above definition when that person:

- Owns or controls, directly or indirectly, whether through trusts or bearer's shareholding for any legal entity 25% or more of the shares or voting rights of the entity; or
- Otherwise exercise control over the management of an entity.

Documents to be Submitted: *

- Valid Business License
- CID Copy of owners
- Passport size photo of Owners
- Articles of incorporation (if applicable)

Declaration and Consent: *

I/we hereby declare that the information provided above are true, correct and complete to the best of my/our knowledge.

I/we hereby give my/our consent to Bhutan Insurance Limited to disclose and share all or any information provided above to the Royal Monetary Authority, Credit Information Bureau and/or any other lawful authorities as may be required by the laws of the kingdom of Bhutan.

Furthermore, I/we agree to the following terms and conditions:

a. Timely KYC updates and Accurate Information Maintenance

- Shall promptly update any changes to my/our KYC details and hereby understand that failure to update my/our KYC details shall lead to the restrictions of services provided by Bhutan insurance limited.
- I/we acknowledge that we are liable for any untrue, misleading or misrepresented information that is provided and shared.



ISO/IEC 27001:2022 & ISO/IEC 27701:2019 Certified Company

CUSTOMER ONBOARDING & KYC FORM: CORPORATE CLIENT

Please complete in CAPITAL LETTERS and tick the appropriate boxes. All fields **marked** as * are mandatory.

b. Prohibition of Third- Party Account Usage

- Shall use the accounts solely for intended and lawful purpose
- Shall not rent, share, or allow third parties to my/our account for any reason.
- Shall accept full liability for any unlawful use of my/our accounts, including but not limited to receiving, transferring, or holding illicit funds.
- I/we acknowledge that permitting third parties to use my/our bank accounts for any reason may result in immediate account freeze.
- I/we acknowledge that any such unlawful funds may be confiscated by authorities in accordance with applicable regulations/laws
- I/we understand that breaching these terms may result in criminal prosecution or civil penalties as prescribed by regulation/law.

Name:

Affix.
Legal
Stamp

Witness

CID No:

Name:

Signature and Thumb Impression:

CID No:

Designation:

Signature:

Date: