

**CHECK LIST**

**NATURAL PERSON**

Client's Name: \_\_\_\_\_

Documents	Description	Section of the Application with the which must match	Yes	No
Form	Application to Open an Investment Account for an Individual Person			
I.D.	Copy of 2 valid identification documents: Passport and Identity Card.	<i>Personal Data</i>		
Utility bill	Copy of 1 utility bill (water, electricity or telephone) showing the customer's address, not older than 90 days.	<i>Address</i>		
Evidence of Income and Equity Analysis	Salaried employees: Social Security card; or work letter; or pay voucher or receipt; or work contract or other contracts (valid for no more than 90 days).  Independent: Certification of Income dated no more than 90 days and issued by a Certified Public Accountant. Collegiate indicating Source of Income	<i>Financial Profile</i>		
	Balance sheet signed by a Certified Public Accountant no more than 6 months old (include copy of certified accountant's license)			
Evidence of source of funds for opening and management of the account	- In case of custody transfer: attach the statement of account of the investment portfolio. - In the case of bank transfer: 1 Bank Reference of the Entity with a validity between 30 and 90 days, according to the policy of the Banking Institution from where the initial funds will be received (You may present a reference from an entity that is a related party of the client). - If the following transactions (debits or credits) will be from/to Entities different from the previous one: attach Bank Reference with a validity between 30 and 90 days, according to the policy of the Banking Institution.	<i>Transactional profile</i>		
Signature card	- Signature card indicating ID number and type of signature (individual or corporate). joint). The signature must be identical to the document			
Account Agreement of Stock Brokerage	- It must be signed by the account holder(s) (in case of signatures of the account holder(s)). joint must be signed by the authorized parties)			
<b>FATCA &amp; CRS/AEIO Certification Questionnaire for Natural Person</b>				
<b>Form W-8Ben or W-9</b>	W-9: Applies only to U.S. citizens or U.S. companies. W-8Ben: Applies to non-U.S. citizens.			

Comments: \_\_\_\_\_

Approved Chief Executive Officer: \_\_\_\_\_

Date: \_\_\_\_\_