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New Business Processing: Guidelines

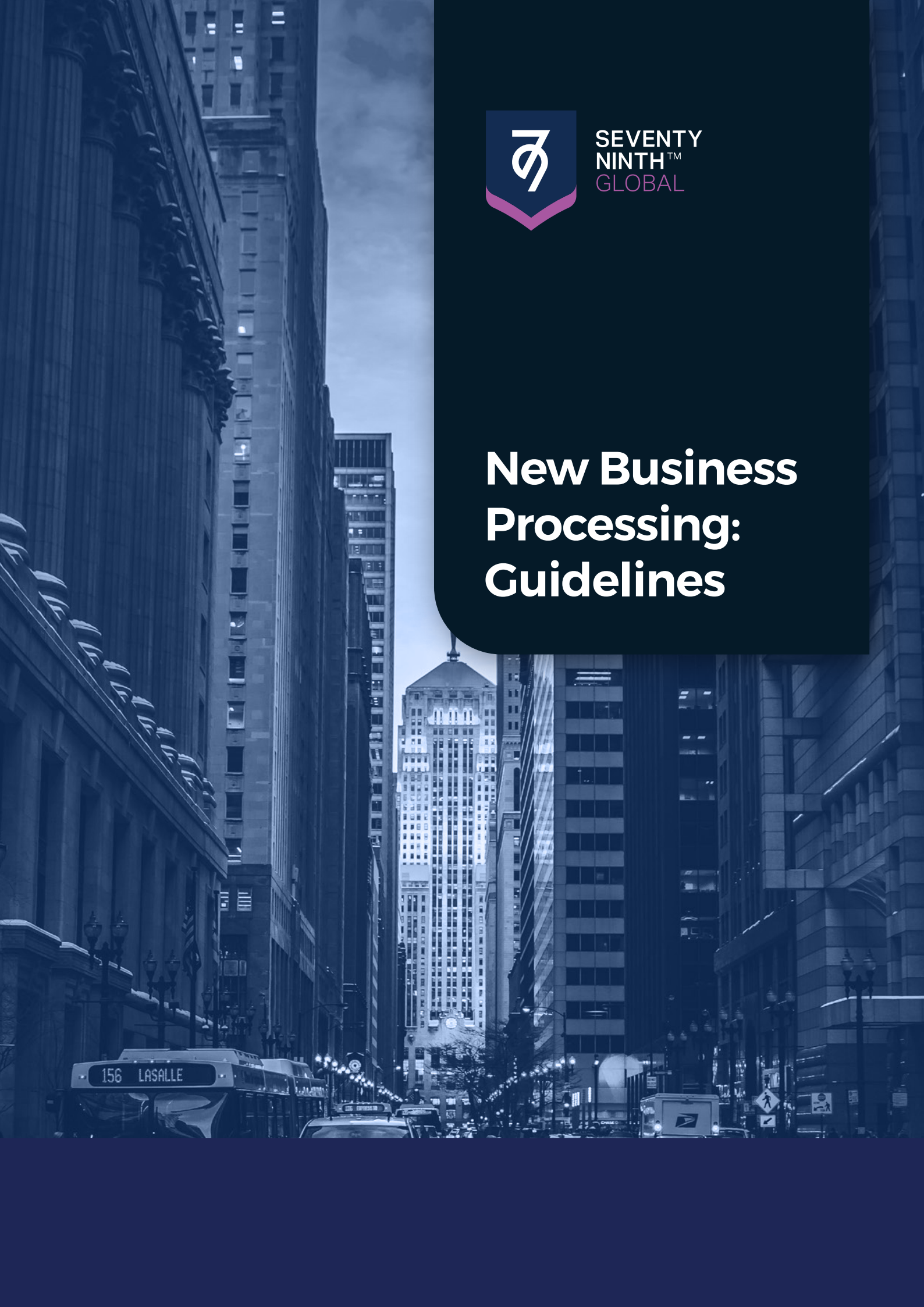


TABLE OF CONTENTS

03
INDIVIDUAL APPLICATION

06
JOINT APPLICATION

08
SOURCE OF FUNDS /
SOURCE OF WEALTH

10
COMPANY APPLICATION

11
FURTHER NOTES



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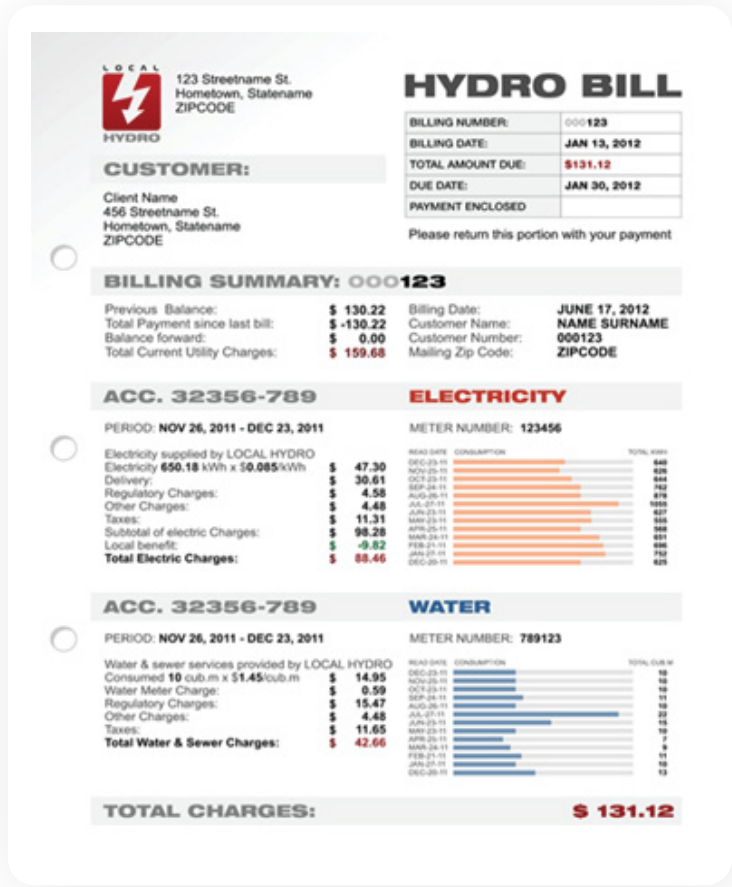


List of accepted Proof of Address (POA):

1. Bank statement (dated within the past 3 months)
2. Utility bill – this includes mobile contract (dated within the past 3 months)
3. Rental contract/lease agreement (Signed contract that is currently valid)
4. Payslip (dated within the past 3 months)
5. Letter by employer or employment contract (should not be more than one month old)
6. Local authority tax bill (within 3 months)
7. National ID (where address is clearly stated and not provided for as Proof of ID)

IMPORTANT: Please ensure all 4 corners of the document are visible. See example below.

In the case of bank statements, the client is permitted to redact details of personal holdings and other information as long as the address is visible.



EXAMPLE: Proof of Address ("all four corners")

Further Information:

Bank account details for the interest payments must be under the applicant's name.

Where payments are made to a 1st degree relative, additional requirements may be requested in the form below.

- Signed letter from the applicant stating payments will be paid to the 1st degree relatives' bank details, confirmation of legitimacy of funds, and purpose of funds being remitted.
- Proof of relationship
- Proof of ID, and/or
- Bank Statement – current bank statement (dated within the past 3 months)

Bank details under the company name for business owners are not acceptable.



JOINT APPLICATION

We are required under the Money Laundering Regulations to verify the identity of all investors in the Company, and we therefore require a **certified copy of Proof of Identity** and a **certified copy of Proof of Address**.

You cannot use the same document for both.

NOTE: Certification of documents does not apply to investors residing in the United Kingdom.

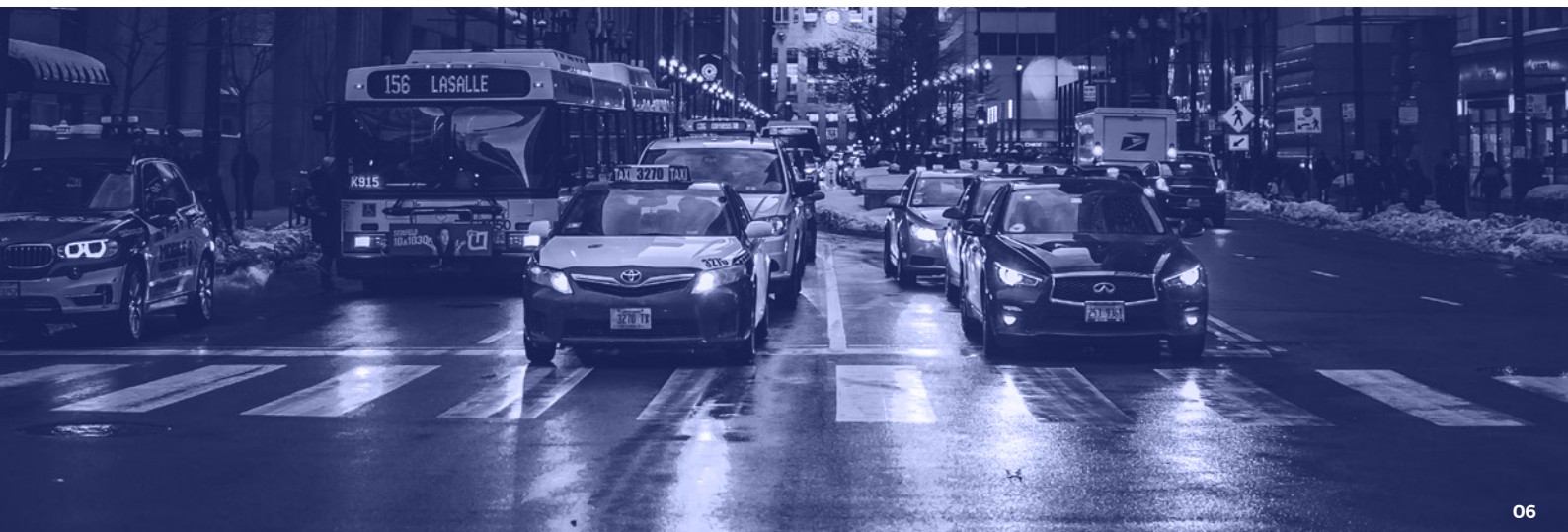
List of accepted Proof of Identification (POI)

1. Current passport – full double page with full MRZ code visible (**see example on page 3**)
2. National ID – front & back
3. Full Driver's License – front & back

List of accepted Proof of Address (POA)

1. Bank statement (dated within the past 3 months).
2. Utility bill – this includes mobile contract (dated within the past 3 months).
3. Rental contract/lease agreement (Signed contract currently valid)
4. Payslip (dated within the past 3 months)
5. Letter by employer or employment contract (should not be more than one month old)
6. Local authority tax bill (dated within the past 3 months)
7. National ID (where address is clearly stated and not provided as for Proof of ID)

IMPORTANT: Please ensure all 4 corners of the document are visible (**see example on page 4**)



Further Information:

Bank account details for the interest payments must be in the joint applicant's name.

- a. Where payments are made to one of the individual applicants' banking details, email confirmation must be provided to confirm that the second applicant agrees to this condition and is happy for the interest to be remitted to this account.

Where payments are made to a 1st degree relative, additional requirements may be requested in the form below.

- a. Signed letter from the applicant stating payments will be paid to the 1st degree relatives' bank details, confirmation of legitimacy of funds, and purpose of funds being remitted.
- b. Proof of relationship
- c. Proof of ID, and/or
- d. Bank Statement – current bank statement (dated within the past 3 months)

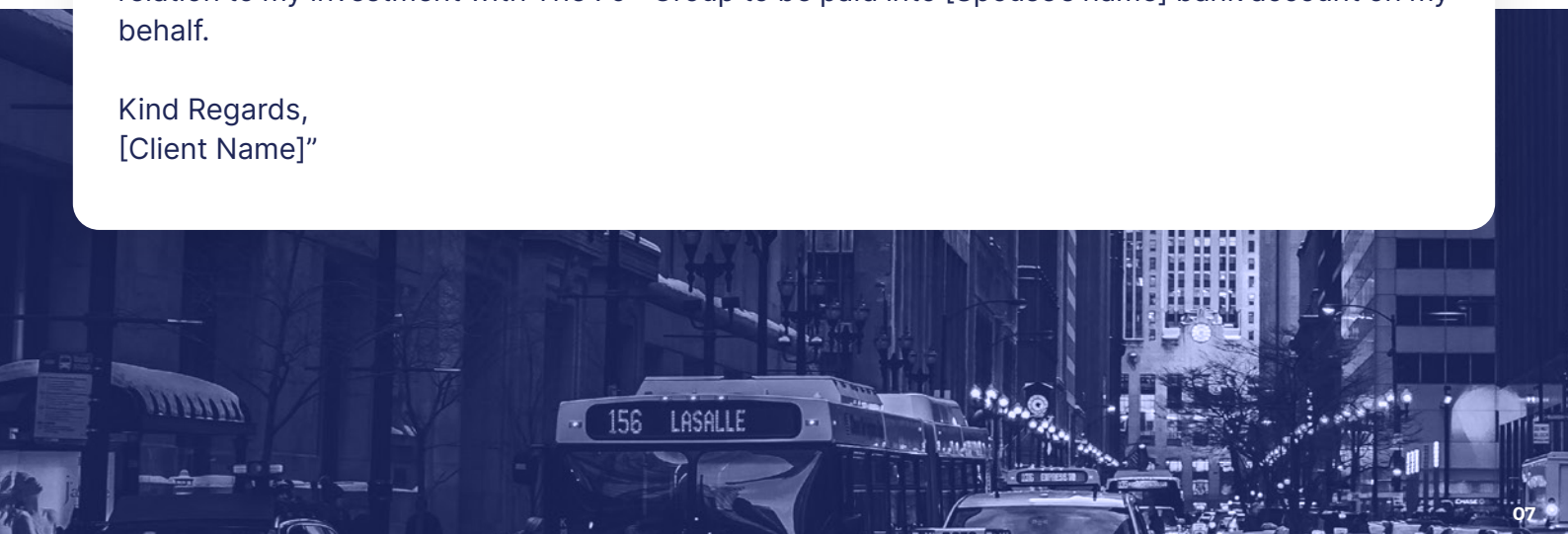
Bank details under the company name for business owners are not acceptable.

EXAMPLE: Email Confirmation for payment of interest to spouse's account.

"Dear Investment Team,

Please accept this email as confirmation that I, [Client Name], permit for the interest payments in relation to my investment with The 79th Group to be paid into [Spouse's name] bank account on my behalf.

Kind Regards,
[Client Name]"



SOURCE OF FUNDS

SOURCE OF WEALTH

Generic description of Source of Funds	Additional Documentation
Salary/Bonus & Savings	Last 3 months' pay slips or Confirmation from employer of income or Copy of recent accounts if self employed or Bank statement that clearly shows receipt of the most recent three months' regular salary payments from the named employer.
Sale of Property	Signed letter from solicitor or Signed letter from estate agent (if applicable) or Certified copy of completion contraction
Inheritance	Grant of Probate (with a copy of the will) which must include the value of the estate or Solicitor's Letter
Sales of Business	Signed letter from a solicitor or Signed letter from a regulated accountant or Copies of media coverage (if applicable) as supporting evidence.
Gift	<p>Letter from Donor confirming details of the gift and acknowledging the source of the donated funds or Verification of the identity of the Donor</p> <p>Donor's source of funds – requirements of evidence as stated above for each source of funds given</p>
Maturity of Investment	Certified copy of closing statement or Letter confirming surrender
Compensation Payment	Solicitor's letter Court order

SOURCE OF FUNDS

SOURCE OF WEALTH

Lottery/betting/casino win	Letter from relevant organization (lottery headquarters/betting shop/casino) or Certified copy of bank statement clearly showing the receipt of winnings Copies of media coverage (if applicable) as supporting evidence
Geared Loan	Certified copy of loan agreement or Certified copies of loan statements
Other Income	Dependent of source of other income e.g. maintenance payment: then copy of court order or Certified copies of supporting documentation or Signed letter detailing funds from a regulated accountant
Sale of Shares	Certified copy of redemption certificate
Company Profits	Copy of the latest accounts or letter from regulated accountant giving details of company profits over the last 2 years.



COMPANY APPLICATION

We are required under the Money Laundering Regulations to verify the identity of all investors in the Company, and we therefore require the following information and relevant supporting documentation for shareholders of the investing company with a 25% or more holding.

You **cannot** use the same document for both.

NOTE: Certification of documents does not apply to investors residing in the United Kingdom.

List of required documentation for the entity/company:

1. Company Incorporation Documents or Trade License
2. Company Bank Statement (dated within the past three months)
3. Proof of Address:
 - i. Utility bill – this includes mobile contract (dated within the past 3 months).
 - ii. Rental contract/lease agreement (Signed contract currently valid)

List of accepted Proof of Identification (POI):

1. Current passport – double page with full MRZ code visible (see example on page 3)
2. National ID – front & back
3. Full Driver's License – front & back

List of accepted Proof of Address (POA):

1. Bank statement (dated within the past 3 months).
2. Utility bill – this includes mobile contract (dated within the past 3 months).
3. Rental contract/lease agreement (Signed contract currently valid)
4. Payslip (dated within the past 3 months)
5. Letter by employer or employment contract (should not be more than one month old)
6. Local authority tax bill (dated within the past 3 months)
7. National ID (where address is clearly stated and not provided as for Proof of ID)

IMPORTANT: Please ensure all 4 corners of the document are visible (see example on page 4)

Further information:

1. Bank account details for the interest payments must be in the company name.

FURTHER NOTES:

Beneficiary Form:

Clients can request to nominate up to four beneficiaries for their investments with the Seventy Ninth Group in the event of death of a client. This can be received from our administration team (see contact details below).

Confirmation of Residential Address Form:

In exceptional circumstances, and where all other forms of proof of address cannot be received for valid reasons, a 'Confirmation of Residential Address' (CRA) Form can be used by the advisor or agent in replace of this requirement to confirm their address.

As above, a copy of this can be received from our administration team (see contact details below).

Additional Support:

For additional support or information regarding new business processing, please contact the below between our working hours (9am-6pm GST, Monday to Friday):

Office 301, 302 and 303, 3rd Floor, Building Number 4, Emaar Business Park, Dubai
admin.team@79thglobal.ae | +971 (4) 433 9768





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