

LocalTapiola is obliged to identify all customers and to carry out due diligence measures to determine the background of customers to the extent necessary as well as to update customer details as laid down in the Finnish Act on Preventing Money Laundering and Terrorist Financing (444/2017). LocalTapiola uses the requested information to prevent money laundering and terrorist financing. These information may also be used to satisfy other requirements set by the relevant authorities and to follow up customer relations.

1. Basic information about the company / entity	Official name of company / entity		
	Type of company	Business ID or foreign registration number	
	Postal address		
	Postcode	City	
	Visiting address		
	Postcode	City	
	Address of principal place of business (if different from visiting address)		
	Postcode	City	
	Home country	Registering authority	
	Date of registration		
	Is the company's security or the security of its parent company traded on a regulated market in an EEA country? <input type="checkbox"/> No <input type="checkbox"/> Yes. Indicate company's or Group parent company's market and ticker symbol below Market, and ticker symbol		Company's / entity's general resources account (IBAN) AND/OR <input type="checkbox"/> Any possible contract-/service-specific contra-accounts, such as for investment services, are reported separately.
	2. Business and financial information of the company / entity	Line of business	Number of personnel
Description of the company's / entity's business			
Geographical regions where the company / entity carries on business			
Information on the last financial year			
<input type="checkbox"/> Financial information is submitted in a specific enclosure. For example, financial statements or information are available from public sources.			
<input type="checkbox"/> The company/entity does not have audited financial statements. Reason/additional information:			
Companies			
Turnover (EUR)		Operating profit/loss (EUR)	Balance sheet total (EUR)
Other entities		Other key figure or additional information, if the above information do not apply to this type of entity	
Balance sheet total (EUR)			Equity (EUR)

3. Description of the company's / entity's ownership structure	In the table below, indicate the company's direct private and corporate owners up to 100%.	
	Where the company has any indirect private or corporate owners, describe the full ownership structure and enclose a separate description of the ownership structure, showing the company's all direct and indirect private and corporate owners and their shares of ownership and control (for example, ownership structure chart or shareholder register(s)).	
	<input type="checkbox"/> Ownership structure submitted in a separate attachment.	
	For non-Finnish corporate owners, indicate foreign registration number. For more information on how to report the ownership structure, please see the 'Background information' attachment to this form.	
	Owner name	
	Home country	Date of birth / business ID
	Ownership (%)	Control (%)
	Owner name	
	Home country	Date of birth / business ID
	Ownership (%)	Control (%)
	Owner name	
	Home country	Date of birth / business ID
	Ownership (%)	Control (%)
Additional information		
4. Ultimate Beneficial Owners of the company / entity	The Ultimate Beneficial Owners are natural persons who, either directly or indirectly, ultimately own more than 25% of the company / entity or they hold more than 25% of the voting rights of the company / entity. Any person who otherwise exercises autonomous or controlling decision-making powers in the company / entity and/or has the right to dismiss a majority of the members of the Board of Directors or of an equivalent body of the company / entity is also considered an Ultimate Beneficial Owner.	
	Where a company / entity has no Ultimate Beneficial Owner on the basis of any voting rights, ownership or effective control, the company's Board of Directors or General Partners, CEO or any person occupying some other equivalent position are deemed to be the Ultimate Beneficial Owners.	
	For more information on Ultimate Beneficial Owners, please see the 'Background information' attachment to this form.	
	<input type="checkbox"/> The information requested below on the Ultimate Beneficial Owners is submitted in a separate attachment.	
	<input type="checkbox"/> The company's security is traded on a regulated market in an EEA country, proceed to item 6.	
	If there are more Ultimate Beneficial Owners than those listed below, complete the information in Appendix 1.	
	Name of Ultimate Beneficial Owner	Personal identity code / Date of birth (Indicate date of birth, if no Finnish personal identity code exists)
	Nationalities	Home country
	Ownership (%)	Control (%)
	Other grounds, what?	
	Name of Ultimate Beneficial Owner	Personal identity code / Date of birth (Indicate date of birth, if no Finnish personal identity code exists)
	Nationalities	Home country
	Ownership (%)	Control (%)
	Other grounds, what?	
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	Nationalities	Home country
	Ownership (%)	Control (%)
Other grounds, what?		

5. Information on members of the company's /entity's Board of Directors or equivalent decision-making organ	It is not necessary to complete this table if the information on Board members requested below can be found in an enclosed register extract or other document.	
	<input type="checkbox"/> Information on Board members is submitted in a separate attachment.	
	If there are more Board members than those listed below, complete the information in Appendix 2.	
	Board members	
	Name	Date of birth
	Nationalities	
	Name	Date of birth
	Nationalities	
	Name	Date of birth
	Nationalities	
Name	Date of birth	
Nationalities		
Name	Date of birth	
Nationalities		
Managing Director		
Name	Date of birth	
Nationalities		
6. Signatures	I hereby confirm that the information which I have provided in this form is true and correct. I commit to notifying without undue delay any changes in the information which I have provided.	
	This form is signed on behalf of the company / entity by a person/persons authorised to represent the company / entity. LocalTapiola verifies the right of representation in registers maintained by the relevant authorities. Where appropriate, customers may also submit a document verifying the right of representation (such as a power of attorney).	
	Name	Personal identity code
	Telephone number	Email
	Home address	
	Place and date	
	Signature	
	Name	Personal identity code
	Telephone number	Email
	Home address	
Place and date		
Signature		
Appendices	Attach the following documents with this form:	
<ul style="list-style-type: none"> • Document verifying the right of representation, if the company's / entity's registered information are not up to date or not publicly available • Description of the company's Group structure, if the company is part of a Group or if the company's Ultimate Beneficial Owner owns or controls the company indirectly • For companies / entities registered outside Finland, Trade Register Extract 		

Background information

LocalTapiola Group (hereinafter ‘LocalTapiola’) is obliged by law to identify and perform due diligence measures on all its customers. Identifying and performing due diligence measures on customers is based on the Finnish Act on Preventing Money Laundering and Terrorist Financing (444/2017, hereinafter the ‘Money Laundering Act’) and the regulations and guidelines issued by the Financial Supervisory Authority.

By disclosing to LocalTapiola sufficient and precise information, you support work on combating crime and promote the reliability and functioning of the financial market. LocalTapiola must not initiate or maintain a customer relationship, if it is not provided with the customer information regulated in the Money Laundering Act.

For further information of LocalTapiola, please search our website under ‘Information on LocalTapiola’.

Processing of personal information

LocalTapiola as controller processes all personal information in accordance with information protection legislation and acts to ensure the protection of privacy and of professional secrecy in the financial sector. LocalTapiola processes personal information for such purposes as customer service, customer communication, to follow up customer relations and to identify customers, and for risk management and reporting to the competent authorities.

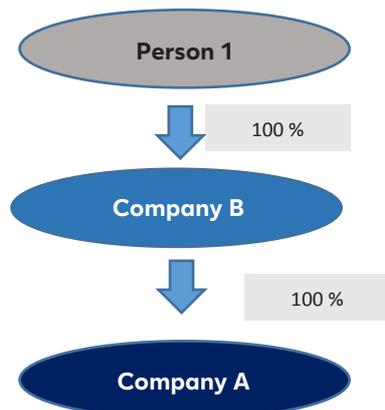
Customer due diligence information and other personal information of customers may be used to prevent, expose and investigate money laundering and terrorist financing, and to initiate investigations of money laundering and terrorist financing and of criminal offences committed to obtain any property or proceeds of crime subject to money laundering or terrorist financing. These information may also be used to satisfy other requirements set by the relevant authorities and to follow up customer relations.

LocalTapiola’s privacy notice discusses the processing of personal information in more detail. For further information, please search our website using the keywords ‘Processing of personal data’.

Owners and ownership structure

In the form, fill out the company’s direct private and corporate owners up to 100%. Where the company has any indirect private or corporate owners, describe the ownership structure in such a way that the ultimate ownership ends with natural persons or a listed company, association, foundation, public authority or similar.

Indirect ownership refers to situations where a natural person or a company owns a customer company via another company.

An example of indirect ownership:


Company A is LocalTapiola’s customer. Company B owns 100% of Company A (direct ownership). Person 1 owns 100% of Company B and 100% of Company A, via Company B (indirect ownership).

Ultimate Beneficial Owner

An Ultimate Beneficial Owner on the basis of ownership of or control in a customer refers to a natural person who:

- 1) ultimately owns a direct or indirect holding greater than 25% in the shares of a legal person or otherwise owns a corresponding holding in a legal person;
- 2) exercises, either directly or indirectly, more than 25% of the voting rights of a legal person, and this number of votes is based on ownership, membership, Articles or Association, partnership agreement or comparable rules; or
- 3) exercises effective control in a legal person in some other manner.

Where the foregoing conditions are not satisfied, the members of the Board of Directors, the CEO, the General Partner or some other person occupying an equivalent position is/are considered the Ultimate Beneficial Owner.

In respect of any limited liability housing companies and mutual real estate companies, the members of the Board of Directors shown in the Trade Register are considered the Ultimate Beneficial Owners. As for any non-profit associations within the meaning of the Associations Act, the members of the Board of Directors shown in the Register of Associations are deemed to be the Ultimate Beneficial Owners. With regard to any religious communities within the meaning of the Act on the Freedom of Religion, the members of the Board of Directors shown in the Register of Religious Communities are considered the Ultimate Beneficial Owners. The members of the Board of Directors and of the Supervisory Board shown in the Register of Foundations are deemed to be the Ultimate Beneficial Owners of a foundation.

A customer need not specifically report the Ultimate Beneficial Owner to LocalTapiola, if that Customer is a company whose security is publicly traded within the European Economic Area.

Appendix 1 – Ultimate Beneficial Owners	Please, complete the information on the Ultimate Beneficial Owners of the company / entity for which there was not enough space under item 4.	
	Name of Ultimate Beneficial Owner	Personal identity code / Date of birth (Date of birth, if no Finnish personal identity code exists)
	Nationalities	Home country
	Ownership (%)	Control (%)
	Other grounds, what?	
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