



Corporate Account Document Requirement Checklist

Dear Customer,

Please take a minute to review the following document verification requirement checklist. When completing the online form, you will be required to upload each document to a specific area.

Preparing the documents in advance will help speed up the online verification process.

Corporation

01. Certificate of Incorporation and Business Registration
02. Memorandum and Articles of Association
03. Details of Ownership and Control Structure
04. Company Bank Statement
05. Company minutes (resolution) to open a trading account on Bitfinex
06. Authorized Signatory/Trader List
07. Current Director Register List
08. Current Shareholder/Member Register List
09. Ultimate Beneficial Owners List
10. Certificate of Good Standing or an equivalent document issued within the past 12 months.
11. KYC Declaration Form

For Director:

- One form of photo ID, such as a Passport (bio data page), National ID Card or Driver License (both sides).
- A proof of residential address (utility bill, letter from a government dept., tax statement) no older than 90 days.

For Entity as Director:

- Certificate of Incorporation and Business Registration
- Memorandum and Articles of Association
- Current Director Register List
- Current Ultimate Beneficial Owners List
- Business Register or Certificate of Good Standing, issued within the past 12 months.

For Authorized Signatory/Trader:

- Two forms of photo ID, such as a Passport (bio data page), National ID Card or Driver License (both sides).
- A proof of residential address (utility bill, letter from a government dept., tax statement) no older than 90 days.
- A selfie photo (holding a form of photo ID)

If you intend to use bank wires (fiat transfer), we will need the following:

For shareholder and UBO (10%+):

- Two forms of photo ID, such as a Passport (bio data page), National ID Card or Driver License (both sides).
- A proof of residential address (utility bill, letter from a government dept., tax statement) no older than 90 days.
- A selfie photo (holding a form of photo ID)

If you have any questions, please do not hesitate to contact us at compliance-corp@bitfinex.com

Best Regards,
Bitfinex Compliance Team