



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.

Corporate Documentation

1. Certificate of Incorporation and Business Registration
2. Memorandum and Articles of Association (which evidence the powers that regulate and bind the company)
3. Details of Ownership and Control Structure (please provide chart indicating percentage holdings)
4. Company Bank Statement (from which first wire transaction will occur)
5. Company Minutes (resolution) to open a trading account on Bitfinex; signed by a Director
6. Authorized Signatory/Trader List (listing those authorized to handle banking or trade on Bitfinex on behalf of the company)
7. Current Director Register List
8. Current Shareholder List
9. Ultimate Beneficial Owner List
10. Proof of Business Address (if different from the Registered Office Address)
11. Certificate of Incumbency
12. A Certificate of Good Standing or an equivalent document, issued within the past 12 months
13. KYC Declaration Form (all fields to be completed and the document signed and dated)

Please note: if the corporation filing to open an account is owned/controlled by another corporation (and for each additional corporate layer), Bitfinex may ask for further documentation to fully understand the ultimate control and beneficiary.

Directors, Shareholders (10%+), Authorized Signatories (Traders) and Ultimate Beneficial Owners Documentation

Each director, shareholder (owning 10% or more of the company), authorized signatory and ultimate beneficial owner is required to provide proof of identity. Documents required include:

1. Two (2) forms of identification documents from a government authority with photo, such as a Passport (bio page), a National ID card or Driving Licence (both sides).
2. Proof of residential address (utility bill, letter from a government dept., tax statement, personal bank statement) no older than 90 days.
3. Selfie photo (holding a form of photo ID and holding a note stating: "To Bitfinex" and listing the current date with signature).

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

Best Regards,
Bitfinex Compliance Team