|  |
| --- |
|  |

Dear $ {recipient\_line\_1},

Thank you for creating your 'My **[BRAND]**' account.  
  
You will find your 'My **[BRAND]**' account number at the top left of this letter. Below you will find your agreement with your 'My **[BRAND]**' account, containing the information you entered when creating your account. In addition, when creating your account you have agreed to our 'Privacy Statement' and the 'My **[BRAND]**' Terms of Use .

The data and uploaded documents you have entered will first be checked by our administrator. Once your data has been approved, your account will be activated and you will receive a message about this by email. This usually takes 1 working day.

**Activation of your 'My [BRAND] ' account**

Once you notice us get t your "My **[FIRE]**'account is activated, you can start using your account and login, m et by the you previously created credentials, via the secure section of our website: **[ insert the "my" link or the respective brand]**.

**Your 'My [BRAND] ' account**

In your 'My **[BRAND]**' account, your investments in funds from **[BRAND]**Investments are administered, you have access to your portfolio and it is also possible to purchase investments in funds that are currently in issue.

You will not receive any physical mail from us unless you have stated otherwise when creating your account. You can consult all your purchase and sale transactions and overviews, such as your annual tax overview and quarterly reports, online. You can also view all available information relating to your investments via this secure section of the website. In this way you are always informed of the developments of your investments.

**Participation in funds from [BRAND] Investments**To participate in our funds that are in issue, you can create a purchase order via your 'My **[BRAND]**' account. You can create your purchase order by choosing the option 'Purchase investment' in your Dashboard under 'Direct Arrangement' or via the 'Funds' tab. Then click on the 'Buy' button behind the desired fund. **Change and forget your details or your login details**  
  
  
  
 

If you want to change your data, for example when moving or changing your email address, you can arrange this yourself via your 'My **[BRAND]**' account under 'My data'.

If you have unexpectedly forgotten your login details, you can request them by choosing the option 'Forgot password / Forgot username' at the login screen of 'My **[BRAND]**'.

If, as a result of this letter, you have questions or encounter problems when using your 'My **[BRAND]**' account , please do not hesitate to contact us via **[ insert 'info' email address or respective brand]**or by telephone during office hours on **[ insert phone number respective brand]**.

We trust that we have informed you sufficiently.

Kind regards,

**[BRAND]**Investments NV

Date: $ { date\_now\_numbers }

**US Citizenship**

You are a US Person if one or more of the situations below apply to you :

You live or are a company based in the US;

You have an American passport;

You were born in the US;

You have an American home, postal address or telephone number;

You periodically transfer money to the US;

You have a proxy with an American address;

You have a Per Address (P / A) in the US;

You have a Greencard.

With the opening of the account you have stated that you as the account holder, or the company for which you open the account, or the UBOs of the company cannot be seen as a US Person.

We have registered the data below for you to be able to open and activate your account at My **[BRAND]**. All data is stated as entered by you .

|  |  |
| --- | --- |
| Date of agreement : | $ { date\_of\_agreement } |
| Type of account : | $ { account\_type } |

$ {ACCOUNTHOLDER \_BLOCK }

**Account holder**

|  |  |
| --- | --- |
| Salutation :  First name : | $ { ah\_preamble }  $ { ah\_first\_name } |
| Insertion : | $ { ah\_middle\_name } |
| Surname : | $ { ah\_last\_name } |
| Email address : | $ { ah\_contact\_email\_address } |
| Gender : | $ { ah\_gender } |
| Date of birth : | $ { ah\_birth\_date } |
| Place of birth : | $ { ah\_birth\_place } |
| Country of birth : | $ { ah\_birth\_country\_code } |
| Citizen service number : | $ { ah\_id\_bsn } |
| Identification type : | $ { ah\_id\_document\_type } |
| ID valid from / to: | $ { ah\_id\_document\_valid\_from }  $ { ah\_id\_document\_valid\_till } |

$ {/ ACCOUNTHOLDER\_BLOCK}

$ {ACCOUNTHOLDER\_ADDRESS\_BLOCK}

**Address $ { account\_holder\_header }**

|  |  |
| --- | --- |
|  |  |
| Street : | $ { ah\_address\_street } |
| House number : | $ { ah\_address\_house\_number } |
| Addition : | $ { ah\_address\_house\_number\_addition } |
| Postal Code: | $ { ah\_address\_postal\_code } |
| Place of residence : | $ { ah\_address\_town } |
| Country: | $ { ah\_address\_country\_code } |
| Cell phone number :  Fixed telephone : | $ { ah\_contact\_mobile\_phone }  $ { ah\_contact\_private\_phone } |

$ {/ ACCOUNTHOLDER\_ADDRESS\_BLOCK}

$ { ACCOUNTHOLDER\_TAX\_BLOCK }

**Tax liability $ { account\_holder\_header }**

|  |  |
| --- | --- |
|  |  |
| Fiscal resident of the Netherlands: | $ { ah\_fiscalresident } |
| BSN: | $ { ah\_id\_bsn } |
| Tax countries : | $ { ah\_tax\_foreign } |
| Country of foreign tax liability : | $ { ah\_tin\_country } |
| TIN number : | $ { ah\_tin\_number } |

$ {/ ACCOUNTHOLDER\_TAX\_BLOCK}

**Bank details**

|  |  |
| --- | --- |
| Name : | $ { iban\_account\_name } |
| IBAN account number : | $ { iban\_number } |
| Day statement : | $ {uploaded} |

$ {COMPANY\_BLOCK}

**Company details**

|  |  |
| --- | --- |
| Statutory company name : | $ { statutory\_company\_name } |
| Company name : | $ { company\_name } |
| Registered office - seat : | $ { company\_place } |
| Country of residence : | $ { company\_country } |
| Chamber of Commerce number : | $ { company\_kvk } |
| Chamber of Commerce extract : | $ {uploaded} |
| Statutes : | $ {uploaded} |
| LEI number : | $ { company\_lei } |
| Legal form : | $ { company\_type } |
| Company size : | $ { company\_size } |
| Industry : | $ { company\_sector } |

**Location address**

|  |  |
| --- | --- |
| Street : | $ { company\_address\_street } |
| House number : | $ { company\_address\_house\_number } |
| Addition : | $ { company\_address\_house\_number\_addition } |
| Postal Code: | $ { company\_address\_postal\_code } |
| Place : | $ { company\_mail \_address\_town } |
| Country: | $ { company\_country } |

**Company tax liability**

|  |  |
| --- | --- |
| RSIN: | $ { company\_rsin } |
| Fiscally established in the Netherlands: | $ { company\_fiscal\_resident } |
| Tax countries : | $ { company\_tax\_foreign } |
| Country of foreign tax liability : | $ { company\_tin\_country } |
| LEI number : | $ { company\_lei } |

$ {/ COMPANY\_BLOCK}

$ {COMPANY\_UBO\_BLOCK}

|  |  |
| --- | --- |
| Number of final stakeholders (UBO): | $ { company\_ubo\_amount } |
| Are Pseudo UBOs involved in the Legal Person ?: | $ { pseudo\_ubo\_involved } |
| Is there a UBO indirectly (through a company) involved ?: | $ { company\_ubo\_involved } |
| Are you directly involved as a UBO ?: | $ { company\_ubo\_contact } |

$ {/ COMPANY\_UBO\_BLOCK}

$ {UBO\_HEADER}

**UBO**

$ {/ UBO\_HEADER} $ {UBO\_CONTACT\_BLOCK}

|  |  |
| --- | --- |
| Salutation : | $ { ubo\_preamble } |
| Initials : | $ { ubo\_initials } |
| First name : | $ { ubo\_first\_name } |
| Insertion : | $ { ubo\_middle\_name } |
| Surname : | $ { ubo\_last\_name } |
| Gender : | $ { ubo\_gender } |
| Date of birth : | $ { ubo\_birth\_date } |
| Place of birth : | $ { ubo\_birth\_place } |
| Country of birth : | $ { ubo\_birth\_country\_code } |

$ {/ UBO\_CONTACT\_BLOCK} $ {UBO\_BLOCK}

|  |  |
| --- | --- |
| Fiscal resident of the Netherlands: | $ { ubo\_fiscalresident } |
| BSN: | $ { ubo\_id\_bsn } |
| Tax countries : | $ { ubo\_tax\_foreign } |
| Country of foreign tax liability : | $ { ubo\_tin\_country } |
| TIN number : | $ { ubo\_tin\_number } |

$ {/ U BO\_BLOCK}

**Information provision**

|  |  |
| --- | --- |
| What is the origin of the investment (source of resources)? |  |
| Income from employment : | $ { income\_employment } |
| Income from business : | $ { income\_business } |
| Income from investments : | $ { income\_investment\_renevue } |
| Profit or dividend from own company: | $ { income\_company\_dividend } |
| Sale of own home : | $ { income\_house\_sale } |
| Sale of own company : | $ { income\_company\_sale } |
| Sales proceeds from commercial / commercial real estate: | $ { income\_real\_estate } |
| Receive inheritance : | $ { income\_inherited } |
| Received donations / gifts : | $ { income\_gifts } |
| Other , namely : | $ { income\_other } |
|  |  |
| Yes, I agree to receive the information about invitations to attend participants' meetings by e-mail: | $ { email\_contact } |
| Yes, keep me informed of the latest developments via the newsletter: | $ {newsletter} |

$ {RISK\_PROFILE\_BLOCK}

|  |  |
| --- | --- |
| Risk profile : | $ { risk\_profile } |
| Administrator agreement : | $ {uploaded} |
| Reference code intermediary : | $ { advisor\_code } |

$ {/ RISK\_PROFILE\_BLOCK}

Page **1**of **7**

**[ALL THESE DETAILS SHOULD BE SHOWING THE DETAILS OF THE RESPECTIVE BRAND]**