

NEW CLIENT APPLICATION FORM

Thank you for your interest in becoming a NAMDIA customer. In order to participate in the NAMDIA diamond sales and become a registered customer, we request that you complete this registration form below. You will be required to provide the following information and documentation:

- Full company details - Scanned certified copies of official company registration documents
- Complete list of company directors
- Scanned copies of all directors' passports; passports should be valid for at least 6 months at the point of registration
- Details of company ownership of each owner with a beneficial interest greater than fifteen (15) percent
- Scanned copies of company registration documents and passports of all owners with a beneficial interest greater than twenty-five (25) percent
- Proof of registered address
- Proof of registration as taxpayer
- Latest company audited financial report
- Good standing letter from the bank(s)
- Company profile
- Certified copy of trading license
- Good standing letter from the regulatory body

NAMDIA banking details available upon request via email at applications@namdia.com

Unless otherwise advised, all documents submitted to NAMDIA must be in English. Copy documents must be certified by a qualified external lawyer.

You will be contacted by a NAMDIA representative to confirm if your registration form has been completed accurately. Once your registration has been successfully processed, we will arrange for you to start participating in the NAMDIA sales process, upon invitation. NAMDIA reserves the right to refuse registrations at all times.

NB: Subject to meeting the Namibian Diamond Act (13 of 1999) and the regulations, NAMDIA standards, Kimberly Process Certificate and certain exceptions, all registered customers are eligible to participate in NAMDIA sales.

SECTION 1: COMPANY DETAILS

Company Name:	
Registered Address:	
City:	
Zip:	
Country:	
Contact Person:	
Mobile No:	
Fax No:	
Email:	
Website:	
Nature Of Business:	
Date of Business Establishment:	
Business Registration No:	

Business Details: - *(where the company has more operations than one)*

Company Name:	
Registered Address:	
City:	
Zip:	
Country:	
Contact Person:	
Mobile No:	

Fax No:	
Email:	
Website:	
Nature Of Business:	
Date of Business Establishment:	
Business Registration No:	

SECTION 2: BANKING DETAILS

Banker Details:

Name:	
Address:	
Account Type:	
Account Number:	
Swift Code:	
IFS Code:	

SECTION 3: PARTNER'S/DIRECTOR'S DETAILS

Banker Details:

Name & Surname:	
Stake %:	
Phone Number:	
Email:	
Address:	
Identity Card:	
Country of Residence:	

Name & Surname:	
Stake %:	
Phone Number:	
Email:	
Address:	
Identity Card:	
Country of Residence:	
Name & Surname:	
Stake %:	
Phone Number:	
Email:	
Address:	
Identity Card:	
Country of Residence:	
Name & Surname:	
Stake %:	
Phone Number:	
Email:	
Address:	
Identity Card:	
Country of Residence:	

Name & Surname:	
Stake %:	
Phone Number:	
Email:	
Address:	
Identity Card:	
Country of Residence:	

SECTION 4: DETAILS OF AUTHORISED COMPANY REPRESENTATIVE

Name & Surname:	
Position:	
Identity Card:	
Phone Number:	
Email:	
Registered Address:	

SECTION 5. GROUP INFORMATION

Are other companies in the participating company's group involved in the diamond supply chain?

yes	no
-----	----

Kindly complete the table below for all other members of your group that are involved in the diamond supply chain. Please indicate (if applicable) which of these are also applying to become NAMDIA customers and ensure that their details have been provided in a supplementary form.

Registered Company Name:	
Company registration number:	
Trading name (if different from registered name):	

Brief description of operation:	
NAMDIA APPLICANT:	
Registered Company Name:	
Company registration number:	
Trading name (if different from registered name):	
Brief description of operation:	
NAMDIA APPLICANT:	
Registered Company Name:	
Company registration number:	
Trading name (if different from registered name):	
Brief description of operation:	
NAMDIA APPLICANT:	
Registered Company Name:	
Company registration number:	
Trading name (if different from registered name):	
Brief description of operation:	
NAMDIA APPLICANT:	

SECTION 6. COMPANY PROFILE

The information compiled under this section will be used to better identify your area of interest in purchasing and for statistical purposes.

1. Area of rough interest:

SIZE		MODEL/QUALITY		COLOUR	
+10.8ct		Sawable		White	
5-10ct		Makeable		Coloured	
10gr-4ct		Fancy shape (long & Flat)		Browns	
8gr		Clivage (MB)		Frosted	
6/5gr-4gr		Near Gem		Fancy colours	
3gr /+07		Industrials			
-07		Rejection/Boart			

2. Company Annual Turnover

Below \$10m		\$101-200m	
\$11-50m		\$201-500m	
\$51-100m		above \$500m	

3. Company Core Activity:

Exclusive rough trading		Rough sourcing arm of a manufacturer	
Financing & lending		Niche manufacturing	
Generic manufacturing		Other	

SECTION 7. ANTI-MONEY LAUNDERING (AML) POLICY

This section should be completed in the capacity in which you are completing the registration form; either as an individual or a company.

SIZE	YES	NO
1. Do you have a nominated person in your organisation responsible for AML and compliance processes?		
2. Do you have an going policy to regularly review customer/supplier details?		
3. Do you have a system in place to identify unusual transactions by customers and suppliers?		
4. Do you know which government unit in your country to report unusual transactions to, should you identify any?		

SECTION 8. DECLARATION

This section should be completed in the capacity in which you are completing the registration form. Either as an individual NAMDIA client or on behalf of an entity.

SIZE	YES	NO
1. Have you/your company (or any of its associates) been convicted of any serious criminal offence in the last 10 years?		
2. If you are applying on behalf of a company, have any of the directors/partners of your company (or the directors/partners of any of its associated companies) been convicted of any serious criminal offense in the last 10 years?		
3. Have you/your company (or any of its associated companies) dealt, either directly or indirectly, with any conflict diamonds in the last 10 years?		
4. Have you/your company (or any of its associated companies) been involved in any money laundering or terrorist financing activities in the last 10 years?		
5. Have you/your company (or any of its associated companies) been involved in serious abuses of Human Rights in the last 10 years?		
6. Have you/your company (or any of its associated companies) used child or forced labour in the past 10 years?		
7. Are there any insolvency or bankruptcy proceedings pending against you, your company or any of its associated companies?		
8. Have you/your company (or any of its associated companies) sold, either directly or through a third party, any undisclosed synthetic diamonds, undisclosed treated diamonds or undisclosed diamond simulants in the last 10 years?		

APPLICANT'S SIGNATURE

We hereby confirm that all the information contained in this registration form (and associated supplementary forms) is true and correct and that the person who has signed this registration form is duly authorised to do so as a Director or Partner of the Bidding customer.

Name _____

Company _____

Position _____

Authorised Signature _____

Date _____

Place _____

