

Subject: New Account
From: Cynthia Rodriguez <[REDACTED]>
Date: Mon, 12 Dec 2016 12:29:28 -0500
To: bellaklein <[REDACTED]>
Cc: Stewart Oldfield <[REDACTED]>

Hi Bella,

As discussed, our deadline for new accounts is December 19th. In order to obtain KYC approvals for a new account opening, we will need the following documents for the new entity:

- Name
- Address
- Tax ID Number
- Certificate of Good Standing dated within 1 year
- Operating Agreement showing ownership percentages
- Company Resolution showing signing authority for the new account (dated within 1 year)

If the signors on this new account are existing signors for DB accounts, please provide updated photo IDs as the ones we have are expired. If the signors on the account are new, we will need the following:

- Name
- Address
- Date of Birth
- Social Security Number/Passport Number if not US citizen
- Employment details (name of employer, nature of business)
- Photo ID

Please be sure to provide the above documentation in a timely manner, as we would need time to complete the KYC process on our end prior to obtaining compliance approval. Feel free to reach out if you have any questions. Thank you.

Kind regards,

Cynthia Rodriguez

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