

## Mandatory Fields:

You must need to collect following information while making Transaction.

- First Name
- Last Name
- Full Address
- Date of Birth
- Nationality
- Place of Birth
- Phone No
- Job description
- Relationship to Receiver
- Purpose of Transfer
- Source of Fund

### For Cash/Online Transaction

Account	Frequency	Requirments
£1 - 2499	30 Days	1 Photo ID
£2500 (Above & Equivalent)	30 Days	Photo ID + Proof of Address (Electronic Verification or Utility Bill)
£5000 (Above & Equivalent)	30 Days	1 Photo id, Proof of address/ electronic verification, Bank statement/ pay slip to verify the funds, Source of fund (Declaration Form)
£5000 (Above & Equivalent)	90 Days	Photo ID + Proof of Address (Electronic Verification or Utility Bill)
£12,500 (Above & Equivalent)	90 Days	1 Photo id, Proof of address/ electronic verification, Bank statement/ pay slip to verify the funds, Source of fund (Declaration Form)
£18,000 (Above & Equivalent)	360 Days	1 Photo id, Proof of address/ electronic verification, Bank statement/ pay slip to verify the funds, Source of fund (Declaration Form)

## Attention

The Threshold will be applied from 3rd March 2022 which are based on ICM Risk Assessment. The Aggregated monthly amounts are calculated on calendar days, meaning, the last 30 days prior to the day order was placed. E.g For orders placed 3rd March 2022 the aggregated amount will be calculated from 3rd March 2022.

Your all the transactions will be screened in accordance with these thresholds.

Documents required when the above threshold are reached in a single or aggregate transaction in Calendar month.

## Important Notice

Please note that we may request proof of address, if information provided does not match or is incomplete

These thresholds are for reference only, Compliance department may ask for further documentation/Information irrespective of transaction amount. Transactions placed just below the threshold shown above will be treated as unusual transactions and further actions will be taken accordingly.

£18,000 aggregated in a year, will require Proof of occupation. In some cases if it is a single transaction of more than £18,000 proof of funds and proof of occupation will be required.