

## Know Your Customer (KYC) Policy

### MAJESTIC COLLATERAL SERVICES LTD

#### 1. Introduction

At MAJESTIC COLLATERAL SERVICES LTD, we are committed to complying with all applicable anti-money laundering (AML) and counter-terrorist financing (CTF) laws, including the Money Laundering, Terrorist Financing and Transfer of Funds (Information on the Payer) Regulations 2017, the Proceeds of Crime Act 2002 (POCA), and other relevant regulations in the UK. This Know Your Customer (KYC) policy outlines the processes and procedures we follow to ensure that we fully comply with these regulations and mitigate the risks associated with money laundering and terrorist financing.

#### 2. Purpose of KYC

The primary purpose of KYC is to verify the identity of our clients and assess the risks associated with them. By implementing robust KYC procedures, we aim to prevent our services from being used for illegal activities, including money laundering and financing terrorism.

#### 3. KYC Requirements

In accordance with UK law, MAJESTIC COLLATERAL SERVICES LTD is required to conduct appropriate customer due diligence (CDD) and verify the identity of individuals or entities with whom we engage. This process includes:

- Customer Identification: We collect personal information from our clients to verify their identity. This typically includes the following:
  - Full name
  - Date of birth
  - Address (proof of address may be required)
  - Government-issued identification (e.g., passport, driving license)
- Source of Funds: We assess the source of the client's funds to ensure they come from legitimate activities. This is especially important for high-risk clients, and we may request additional documentation or information on the client's financial background.

- Beneficial Ownership: In the case of a corporate client, we must verify the identity of the individuals who ultimately own or control the company (i.e., beneficial owners). This includes understanding the ownership structure and the nature of the business.

#### 4. Enhanced Due Diligence (EDD)

For higher-risk clients or transactions, we are required to conduct Enhanced Due Diligence (EDD). This applies to clients who:

- Are politically exposed persons (PEPs) or associated with PEPs.
- Reside or are based in high-risk jurisdictions.
- Have complex ownership structures or operate in industries known to be prone to money laundering or terrorist financing risks.

EDD may involve obtaining additional documents or information from clients to establish the legitimacy of the business relationship, such as:

- A more detailed source of wealth declaration.
- More frequent monitoring of the client's transactions.
- Seeking independent verification from third parties.

#### 5. Ongoing Monitoring

KYC is not a one-time process; it involves ongoing monitoring of client relationships. We are required to:

- Monitor Transactions: We monitor transactions to ensure they are consistent with the client's profile and business activities.
- Update Information: We regularly update client information to ensure our records are accurate and up to date. This includes re-verifying information if there are significant changes to the client's circumstances.

- Suspicious Activity: If we notice any suspicious activity or transactions that don't align with the client's known business or financial profile, we will escalate the matter for further investigation and, if necessary, report it to the National Crime Agency (NCA).

## 6. Record Keeping

We maintain comprehensive records of all KYC-related information, including documents and identification verification details, for a period of at least five years from the end of the client relationship, in accordance with UK law. These records will be stored securely and will be available for inspection by regulatory authorities if required.

## 7. Risk-Based Approach

We adopt a risk-based approach to KYC, which means that the extent of customer due diligence and the level of scrutiny applied depend on the level of risk associated with the client or transaction. High-risk clients or transactions will undergo enhanced verification and monitoring procedures, while lower-risk clients will be subject to standard due diligence procedures.

## 8. Employee Training

We ensure that all employees are properly trained on KYC procedures and the importance of identifying suspicious activity. Our staff is educated on the relevant regulations, how to spot red flags, and how to handle sensitive client information securely.

## 9. Legal and Regulatory Compliance

MAJESTIC COLLATERAL SERVICES LTD complies with all relevant UK laws and regulations, including:

- The Money Laundering, Terrorist Financing and Transfer of Funds (Information on the Payer) Regulations 2017.
- The Proceeds of Crime Act 2002 (POCA).
- The Terrorism Act 2000.
- The Financial Services and Markets Act 2000 (FSMA).

We will update our KYC procedures in line with any changes to UK laws or international regulatory requirements.

## 10. Reporting Suspicious Activity

If we suspect that any funds or transactions are connected to money laundering or terrorist financing, we will file a Suspicious Activity Report (SAR) with the National Crime Agency (NCA), in accordance with UK regulations. We are committed to fully cooperating with law enforcement agencies and regulatory authorities to combat illegal activities.

## 11. Customer Rights

As a customer, you have the right to:

- Request access to the personal data we hold about you.
- Request correction if any of the information we hold about you is incorrect or incomplete.
- Request deletion of your personal data, subject to applicable legal requirements.
- Object to processing if you believe that our processing of your data is unlawful or unnecessary.

If you wish to exercise any of these rights, please contact us at [majesticcollateralservices@gmail.com](mailto:majesticcollateralservices@gmail.com).

## 12. Contact Information

For any questions or concerns regarding our KYC policy or procedures, or to exercise your rights, please contact us at:

Email: [majesticcollateralservices@gmail.com](mailto:majesticcollateralservices@gmail.com)

Website: [majesticcollateral.services](http://majesticcollateral.services)