

## ANNEX

### **Information/Documents to be submitted with respect to Application for “Private Pension Scheme (“scheme”)”.**

<b>1</b>	Duly completed and signed Application Form
<b>2</b>	Prescribed Processing and/or Annual Fee(s).
<b>3</b>	Details of any other licence(s)/registration(s) which the Applicant holds and name of the licence(s) and issuing authority, and any restriction(s) imposed.
<b>4</b>	a certified copy of the resolution of the governing body authorising two members of the governing body to sign the Application Form
<b>5</b>	A draft copy of the operation and compliance manual
<b>6</b>	A copy of the constitutive documents of the scheme including certified true copy of the documents governing the formation of the scheme, including the constitution of the scheme, rules of the scheme, trust deeds, charter or Articles of a Foundation, memorandum and articles of association, etc;
<b>7</b>	Duly completed and signed personal questionnaires of each member of the governing body including CV details, Bank reference and copy of ID/Passport
<b>8</b>	A copy of the written investment policy of the applicant, where applicable
<b>9</b>	All contractual agreements between the governing body and third parties, where applicable;
<b>10</b>	Latest audited financial statements of the scheme, where applicable
<b>11</b>	Latest actuarial report of the scheme, where applicable
<b>12</b>	Any leaflets or other informative documents including advertising materials meant for members or prospective members
<b>13</b>	Submission of authority under section 16(3) of the Financial Services Act 2007.
<b>14</b>	Customer due diligence documents on the Applicant where applicable