



Dear Sir,

Please be advised that **Belgian diamond traders** are subject to Belgian anti-money laundering legislation¹ and obliged to fully cooperate with the implementation of the Law and the Regulations.

As a basic principle Belgian diamond dealers are obliged to **identify their clients** and verify the identification documents received **before entering in a business relationship or executing a transaction**.

Therefore please provide your Belgian diamond supplier with the following documentation:

- 1. Legal incorporation documentation of your company:** The most recent version of your company's certificate of incorporation or articles of association (or equivalent documentation depending on the jurisdiction which at least sets out company name and registered office).
- 2. List of the names of the board of directors** together with any other document by means of which can be demonstrated that the person (persons) in question is (are) (a) director (s) (if not already mentioned in the legal incorporation documents (above))
- 3. A document which indicates who has the power to represent the company** (if not already mentioned in the legal incorporation documents (above))
- 4. The contact person or person that is dealing with the supplier:**
 - **for Belgian citizens**: copies of his/their ID, or a valid proof of registration in the foreigners' register, or a valid document issued by a Belgian public authority which states that this person is legally residing in Belgium, which contains at least, surname, first name, date & place of birth, and if possible address
 - **for foreign citizens**: valid proof of ID, a valid passport, or possibly driving licence or any other official document with photo which can be used as identification which contains at least, surname, first name, date & place of birth, and if possible address.
- 5. List of the names, dates of birth, places of birth and addresses of the ultimate beneficiaries** (e.g. shareholders) of your company that own more than 25% of shares.

Please note that if you are a Belgian registered diamond company yourself, you do NOT have to provide the requested documentation above. Simply print out your registration number via the website www.registereddiamondcompanies.be and send it to your Belgian diamond supplier.

Antwerp World Diamond Centre represents the Belgian diamond sector and provides assistance to the Belgian diamond dealers with the implementation of the Belgian AML legislation. If you have **questions** regarding this legislation or you are not sure which identification documents to provide exactly, please feel free to contact the AML & Compliance Helpdesk @ AWDC: Marijke Achten, Legal & Compliance Officer Marijke.achten@awdc.be or Trissia Stavropoulos, Head Legal & Compliance trst@awdc.be.

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¹ **Law:** Law dd. 11 January 1993 to prevent the use of the financial system for the laundering of money and the financing of terrorism, *Official Gazette* dd. 9 February 1993

Regulations: Regulations established to implement the Law of 11 January 1993, *Official Gazette* 24 October 2013

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