

AL MASHAEL PETROLEUM

New Counterparty Form

*The information requested in this questionnaire is required to enable our company to trade with you.
Please ensure that all relevant sections are completed or marked with N/A if not applicable*

A. COUNTERPARTY DETAILS

Complete Registered Name

Registered Address

Mailing Address

Country of Incorporation

Date of Incorporation

V.A.T. No.

Registration No.

Telephone Numbers

Fax Numbers

Website

Countries of Operation

Shareholders holding over 10% of Equity

1.
2.
3.
4.

Ultimate Shareholders / Beneficial Owners

1.
2.
3.
4.

Board of Directors or Partners

1.
2.
3.
4.

Nature of business (Core activity)

Brief description of your Company and activities

Regulating Agency or Government Authority

Name of Regulator

:

Address of Regulator

:

Activities covered by Regulator

:

B. CONTACT INFORMATION

ADMINISTRATIVE			
Name :	Title :	Phone & Fax :	e-mail :

FINANCE			
Name :	Title :	Phone & Fax :	e-mail :

TRADERS (Authorised to transact business with us on your behalf)		
Name :	Phone & Fax :	e-mail :

AUTHORISED SIGNATORY(S)		
Name :	Phone & Fax :	e-mail :

C. DOCUMENTS REQUIRED

For Companies

- Certificate of Incorporation
- Memorandum & Articles of Association
- Audited Financial Statements (last 3 years)
- Trading License
- Corporation Structure Chart
- Reference letter from a First Class Bank

For Private individuals:

- Residential address :
- Passport or Identification copy :
- Date & Place of birth :
- Utility bill indicating address (dated with last 3 months) :
- Curriculum Vitae (CV) :
- Bank Reference letter (dated with last 3 months) :

*If you have any questions please contact Mrs. Sana Al Jaouhari
by email: s.aljaouhari@mashaelgroup.com or by phone +973 17 500 266.*

Counterparty Approval

KYC Documents Checked :

Questionnaire Completed :

Finance Department : _____

Date : _____