

## **KYC Policy**

Alchemy has implemented a strict KYC program to ensure all kinds of customers are subject to adequate identification, assessment, and monitoring measures.

KYC includes not only knowing the clients and entities the Firm deals with, or renders services to, but also the Ultimate Beneficial Owners (UBOs), Legal Representatives and Authorised Signatories as appropriate.

The program includes strict identification requirements, name screening procedures and the ongoing monitoring and regular review of all existing business relationships.

Special safeguards are implemented for business relationships with politically exposed persons (PEPs) and clients from countries or industries deemed high risk.

Know Your Client (hereafter KYC) refers to the Know Your Client regulation that financial institutions and other companies must perform to identify their clients and ascertain relevant information pertinent to establish a financial business relationship with them.

### **1. Definitions and Interpretation**

In this Know Your Client (KYC) document, the following words shall have the meaning respectively ascribed to them:

“KYC” means the Know Your Client policy

“the Firm” shall refer to Alchemy Global limited (“Alchemy”)

### **2. What is KYC?**

KYC is an acronym for “Know your Client”, and is a mandatory requirement used for the client identification process. Alchemy will request documents to determine the true identity and beneficial ownership of accounts, source of funds, the nature of client’s business, reasonableness of operations in the account in relation to the client’s business, etc., in line with the Anti-Money Laundering and Countering the Finance of Terrorism Act 2020 including all of its amendments up to 2021, issued by the Seychelles Financial Intelligence Unit to increase the significance on a risk-based approach introducing new procedures. The objective of the KYC guidelines is to prevent the investment firms from being used, intentionally or unintentionally by criminal elements for money laundering.

As part of our discipline to comply with the AML Directives, we have advanced the below Know Your Client (KYC) list which will guide you as to the required information/documentation you will need to submit to be assessed and accepted as a client of the Firm.

### **3. Information required**

KYC has two components – Identity and Address. Each person, wishing to open a trading account, must submit documents confirming his/her identity and his/her residential address.

The required documents are:

- National Identity Card or Passport
- Recent Utility Bill or Bank statement no older than six (6) months (for the verification of the address)

#### **4. Objectives of the KYC policy**

- To prevent criminal elements from using the Firm for money laundering activities.
- To enable the Firm to know/apprehend the clients and their financial transactions appropriately and enable them thereby to manage risks readily.
- To implement sufficient controls for the detection and reporting of suspicious and/or potentially illegal activities in accordance with the applicable laws and procedures.

#### **5. Importance to comply with KYC procedures**

KYC procedure is part of the anti-money laundering laws and regulations, which aim to prevent the practice of generating income through illegal and criminal actions.

#### **6. How to send your documents**

Please scan your documents, or take a high-quality digital camera picture, save the images as jpegs, then upload the documents during your registration through our website <https://alchemymarkets.com/>

#### **7. Privacy**

Alchemy is committed to protecting your privacy. All the information that you share with us is confidential. We only collect personal information from clients in order to comply with the prevalent Laws and Regulations. We do not share your information with any outside parties.