

1. Forms/Contracts

1.1 Business Accounts

- Form "Opening of Accounts"
- Form "Information pursuant to the GwG"
- Form "Information under tax law"
- Form "Agreement on the Use of eBanking with PIN and TAN" and/or "Application for EBICS"
- Form "Liability of Faxes"
- Form "Right of Representation"
- Form "Depositor information"

If you have any questions, please exclusively contact

+49 (0) 30 300 110 700* and/or per email to ca@wirecardbank.com or sign up for a corporate account at <https://www.wirecardbank.com/business-customer/corporate-banking/>

1.2 Accounts for individual payment solutions: SEPA Direct Debit/Giropay/Payment on Invoice (POI)/Payment in Advance (PIA)

- See requirements set out in the forms listed under 1.1 Business Accounts
- In addition, the respective contracts required for the different payment solutions

If you have any questions, please exclusively contact

+49 (0) 89 4424 1188 and/or per email to leadmanagement.sop@wirecard.com

1.3 SCP/Payout Card Accounts

- See requirements set out in the forms listed under 1.1 Business Accounts
- In addition, the respective contracts required for the different payment solutions

If you have any questions, please exclusively contact

SalesIssuing@wirecard.com

1.4 Credit Card Acceptance

In order to receive the respective contracts, please exclusively contact:

+49 (0) 89 4424 1188 and/or per email to leadmanagement.sop@wirecard.com

Optionally

Within the scope of the risk value assessment, we reserve the right to subsequently request additional customer master data/ documents for all products mentioned above.

The current forms under 1.1 Business Accounts are available for download at:

<http://www.wirecardbank.com/business-customer/service-centre/>



The forms must be filled out completely and signed at all marked points by the managing director and any other person who is to be authorised to operate the account.

In addition to the above-mentioned forms/contracts, identification documents (For an explanation, see 3.) and company documents (For an explanation, see 4.) must be submitted.

In this respect, compliance with certification guidelines is necessary, which can be found on the following page.



2. Certifications

Certifications may only be performed by the following persons/institutions:

- Credit institutions
- Lawyers/patent agents/auditors/chartered accountants/tax advisers
- Notaries
- Employees of the Wirecard Group
- Trust Services certified by the Wirecard Bank
- "Reliable third parties" according to the agreement concluded with the Wirecard Bank AG
- Participating Chambers of Foreign Trade (participating countries on request)

Certifications may be issued by the individuals/institutions listed above from a member state of the EU.

Certifications must be available in the original and must not be older than 6 months.

These must include the following information:

1. Remark: "The original was available and the certified document is a true copy of the original."
2. Place
3. Date
4. First name, last name
5. Profession
6. Stamp
7. Signature

3. Identification Documents

In order to identify the managing director and any other person who is to be authorised to operate the account, the certified true copies (for an explanation, see 2) of the documents listed below will be accepted.

Within the scope of the risk value assessment, we reserve the right to request a simple copy of the beneficial owner.

- Passport
- Passport issued on a provisional basis
- Diplomatic identity card issued by the Federal Foreign Office
- Identification by Deutsche Post AG – PostIdent form (This form must be available as original.)

Upon request, ID cards may also be accepted in exceptional cases.

If the current address does not appear on one of the above-mentioned identification documents, a current utility bill must be submitted in order to provide additional proof.



4. Company Documents

In order to provide proof of the managing director, the company address, the company register data and of the beneficial owner (natural person/s), the certified true copies (for an explanation, see 2) of the following documents are, depending on the nature of the legal form, accepted:

Limited

- Companies House Extract (Retrieved data must not be older than 6 months.)
- Memorandum & Articles of Association or Shareholder Certificate

APS/Sarl/S.R.O./S.L./L.D.A./S.R.L./B.V./S.L.U./S.P.

- Certificate of Registration (Retrieved data must not be older than 6 months.)
- Articles of Association or List of Shareholders

Inc./N.V./S.A./PLC/S.A. de C.V./A.V.V./F.Z.E./Corporation/S.A.S.

- Certificate of Registration (Retrieved data must not be older than 6 months.)
- Partnership Agreement/Articles of Association
- Bearer shares: The management board's written confirmation of the allocation and the owners of the share capital
- Registered shares: Extract from the share register
- Listed shares: Notification of the security identification number and the respective stock exchange centre

LLC/LLP/LP/C.V.

- Certificate of Registration (Retrieved data must not be older than 6 months.)
- Partnership Agreement

5. Important Information

5.1 Copies of the Documents

In general, documents must be submitted either in the German or English language. Documents in other languages may be accepted upon request.

5.2 Issuance of a Power of Attorney

If a commercial power of attorney is issued by the managing director for a third person in order to open and manage the accounts, the following aspects are to be observed:

- Submission as original if the power of attorney is exclusively valid for the Wirecard Bank AG
- Submission as certified true copy if the power of attorney is valid for all banks

5.3 Declaration of Trust

If a Declaration of Trust which must be issued and signed by the managing director/managing board is submitted, the following points are to be observed:

- Submission of the Declaration of Trust as certified copy of the original or as original is accepted
- Designation of the beneficial owner (natural person)

In case that the shareholder of the account opening company is a fiduciary/trust service company, the following documents must be submitted in addition to the Declaration of Trust in order to verify the ownership structure:

- Certificate of Registration of the fiduciary / trust service company (Retrieved data must not be older than 6 months) to provide proof of the authority to sign
- Identification document of the managing director/managing board of the fiduciary/trust service company to provide proof of the specimen signature.

5.4 Licences

If a licence is required to exercise your line of business (e.g. financial service), we require this licence as a certified true copy.

