

**Business Partner - Self-disclosure**

To be completed by our business partner!			
1. Your company			
Name:		Legal form:	
2. Your company information			
2.1. Tax number			
VAT ID:			
Other tax number: e.g., in the case of non-European business partners			
2.2. Please attach a trade register excerpt!			
2.3. Address / contact details			
2.3.1. Business address (P.O. Box if applicable)			
Street/P.O. Box		Postcode:	
City:		Country:	
2.3.2. Primary contact details			
Telephone (primary)			
Fax (primary)			
Website:			
Primary e-mail address:			
2.3.3. Is this the head office?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (please complete 2.4)	
2.4. Address / contact details of the head office (if different than 2.3)			
2.4.1. Business address (and P.O. Box if applicable) of the head office			
Company name		Legal form:	
Street/P.O. Box		Postcode:	
City:		Country:	
2.5. Officers¹ at the legal representatives of the company			
2.5.1. Are public officials involved in e.g., company management / on the management board / amongst company shareholders?	<input type="checkbox"/> Yes (please complete 2.5.2)		<input type="checkbox"/> No
2.5.2. What office?			

¹ Public officials are persons who hold a public office. This includes, for example, civil servants, judges, persons in public employment (e.g., notaries or state secretaries) as well as persons in civil service positions who perform public administrative tasks (e.g., administrative staff).



3. Your bank details			
3.1. beneficial owner (only if different than 1.)			
(Company) Name:		If company, legal form:	
Street:		Postcode:	
City:		Country:	
3.2. Bank details			
IBAN:			
BIC:			
Account number:			
Financial institution:		Registered office of the financial institution:	
!! House bank confirmation mandatory !!			
4. Your contact person for us			
Last name:		First name:	
Gender:	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Function:
Telephone:		Mobile:	
Fax:		Email:	
5. Your comments			
6. Date		Signature	