DNOTV GMBH

QUESTIONNAIRE

DNotV GmbH
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If you would like to purchase shares in a shelf company, please complete this form in full and send it to DNotV GmbH. We will reserve the next available company for you after receipt.

I. Information about the shelf company

1. Legal form and registered office

Legal form

Registered office

PLEASE NOTE: a GmbH & Co. KG is only available with a registered office in Berlin.

2. Transfer of the share capital

☐ Order cheque (Hörner Bank)

☐ Take over branch bank account (Commerzbank)

NOTE:

In the case of the take over Commerzbank account, the legally required legitimation check is carried out by the notary immediately after the notarization. Commerzbank charges € 250 for the legally required verification in accordance with the German Money Laundering Act for buyers from Germany and € 1,500 for buyers from abroad. Buyers who will be switching to their house bank anyway, the free balance share capital transfer by order cheque from Hörnerbank is recommended.

II. Information about the purchaser

If there are more than two purchasers, please use another questionnaire, adjust the numbering of the purchasers and add the information about the further purchasers. Always enter the desired shareholding in the limited liability company (GmbH) as a percentage, if there is more than one buyer.

1. Purchaser

Mr Ms Company

Surname, first name/company name

Street, house number

Postal Code, town/city

%

Desired shareholding

2. Purchaser

Mr Ms Company

Surname, first name/company name

Street, house number

Postal Code, town/city

%

Desired shareholding

III. Information about the notarization

1. Contact person for this acquisition process

Surname, first name

Law firm/company

Street, house number

Postal code, town/city

Phone Number

Email

2. Notary

Surname, first name

Law firm/company

Street, house number

Postal code, town/city

Phone Number

Email

3. DNotV GmbH is to be represented at notarization by:

Surname, first name

Street, house number

Postal code, town/city

Date of birth

NOTE: DNotV GmbH will not attend notarization and instead will be represented by a power of attorney agent to be named here. This agent may be the purchaser itself or a third party designated by the purchaser(s), provided that this is permitted by applicable law. Please state here the person to whom we should grant the corresponding power of attorney.

4. Anticipated Date of notarization

Notarization is to take place

☐ between (date) _____ and (date) _____

☐ on (date) _____ at (time) _____

IV. Identification of stakeholders according to GwG*

1. If the purchaser/one of the purchasers is a company or if the purchaser/one of the purchasers cannot personally attend the notarization, they will be represented by:

Surname, first name

Street, house number

Postal code, town/city

Date of birth

Nationality

Number of photo ID or passport

2. Proof of Identification according to Sections 10, 11 GwG

The following documents of every purchaser must be provided before the notarization:

If the purchaser is a company		
1. Certificate of registration in the commercial register	☐ is already attached.	☐ will be handed in immediatly.
2. Description of ultimate beneficial owner	☐ is already attached.	☐ will be handed in immediatly.
3. Copy of ID/passport of the power of attorny agent, who will represent the purchaser at the notarization	☐ is already attached.	☐ will be handed in immediatly.

If the purchaser is an individual person		
1. Copy of photo ID/passport	☐ is already attached.	☐ will be handed in immediatly.

If the purchaser will not be attending notarization in person (see above No. IV.1.), we also need:

2. Copy of photo ID/passport of power of attorney agent	☐ is already attached.	☐ will be handed in immediatly.
3. Picture/photo of the purchaser with photo ID/ passport ("Selfie")	☐ is already attached.	☐ will be handed in immediatly.

NOTE: The ultimate ´beneficial owner' is the natural person who ultimately owns and/or controls the purchaser. 'Ultimate ownership' is defined for these purposes as (direct or indirect) control of more than 25% of the share capital or voting rights. Usually the certificate of the registration plus a list of shareholders will be sufficient. In case of corporate structures with more than one tier, ownership must be identified and documented in all cases to the highest tier at which there is a natural person. For complex corporate structures, we recommend an organisational chart. You can find a sample on our website at the documents area.

3. Declaration regarding initiative/interest of a third party

☐ No, I/we do not act on the instigation and in the interest of a third party.

☐ Yes, I/we do act on the instigation and in the interest of a third party.

NOTE: If the purchaser(s) act on the instigation and in the interest of third parties, all information requested under No. II. must also be provided for the third party in the additional information under No. V. In addition, the documents to be submitted for the purchaser under No. IV.2. must also be submitted for the third party immediately. IV.2.

4. Statement on "PeP" status

☐ No, none of the persons involved on the purchaser´s side are so-called "politically exposed persons" (PeP) according to Section 1 (12) GwG or family members of such persons according to Section 1 (13) GwG or are close to such persons within the meaning of Section 1 (14) GwG.

☐ Yes, persons involved on the purchaser´s side are so-called "politically exposed persons" (PeP) according to Section 1 (12) GwG or family members of such persons according to Section 1 (13) GwG or are close to such persons within the meaning of Section 1 (14) GwG.

NOTE: If at least one of the persons involved on the purchaser's side is considered a "PeP" within the meaning of Section 1 (12) to (14) of the GwG, the origin of the assets from which the purchase of the shelf company is made must be briefly presented under "V. Additional information".

V. Additional information

Date, town/city

NOTE: By submitting the form your personal data will be transferred, saved and used. The complete data protection declaration can be viewed at https://vorratsgesellschaft.dnotv.de/datenschutz/.

** GwG = German Money Laundering Act of June 23, 2017 (Federal Law Gazette I p. 1822), which was last amended by Article 92 of the Act of June 10, 2017. August 2021 (BGBl. I p. 3436).*