




KYC

(KNOW YOUR CLIENT)

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Global Futures Services Ltd (“the Company”) is committed to maintaining the highest standards of regulatory compliance in line with international Anti-Money Laundering (AML) and Counter-Terrorist Financing (CTF) requirements. As part of this commitment, the Company implements strict KYC (Know-Your-Customer) procedures during the client onboarding process and throughout the business relationship. All client information is treated with strict confidentiality. Each client is screened against international PEP (Politically Exposed Persons) and Sanctions Lists, and identification numbers (e.g., Passport, Driver’s License, or National ID) are verified with the issuing authority or relevant national databases where available.

1. Required Documentation

Clients are required to provide the following documents for verification:

Proof of Identity

A color copy (front and back) of a valid government-issued photo identification document such as:

- Passport
- National Identification Card
- Driver’s License

The proof of identity must clearly display:

- Issuer
- Client’s full name
- Date of birth
- Expiration date (if applicable)
- Signature (if applicable)
- Clear photograph
- All four corners visible

Proof of Address

A recent document, issued within the last three (3) months, clearly showing the client’s full name and address. Accepted documents include:

- Utility bill (Water, Gas, Electricity, Telecommunications)
- Bank or credit card statement
- Tax statement or local authority tax bill
- Government-issued proof of address

Each document must display:

- Name and address
- Date of issue
- Issuer
- All four corners visible

Proof of Card Ownership (if applicable)

For clients funding accounts via credit/debit card, a color copy of the card (front and back) must be submitted. The copy must clearly show:

- Cardholder’s name (must match the trading account name)
- Expiry date
- Last four (4) digits of the card number (all other digits concealed)
- Signature on the back
- All four corners visible

⚠ All other card details must remain hidden to ensure security.

2. Documentation Standards

All documents submitted must meet the following standards:

- High-resolution scan or digital photograph
- Full-color copy (not black and white)
- All four corners visible
- Accepted file formats: *.jpg, *.jpeg, *.png, *.gif, *.pdf, *.tif, *.tiff, *.doc, *.docx, *.rt

3. Submission Deadlines

KYC documents must be provided within five (5) business days of account activation. Failure to provide the required documentation within this timeframe may result in:

- Suspension or termination of open positions
- Restriction of future trades and transactions
- Rejection of withdrawal requests

In certain cases, the Company may require documentation before allowing deposits, trades, or other account activities.

4. Withdrawal Restrictions

No withdrawal requests will be processed unless the client's account has been fully verified and all KYC documents have been received, reviewed, and approved by the Compliance Department.

5. Confidentiality and Security

The security of client data is a top priority. All documents and personal information submitted are:

- Treated as strictly confidential
- Protected with state-of-the-art encryption technology
- Accessible only by authorized compliance personnel
- Stored securely in compliance with international data protection standards

6. Methods of Submission

Clients may submit documents using one of the following secure channels:

- Via email to the Compliance Department
- Through the Client Portal / CRM