

Date: [Insert Date]

To:

[Client Name]

[Client Address]

[City, State, Zip Code]

Subject: Politically Exposed Person (PEP) Enhanced Due Diligence Questionnaire

Dear [Client Name],

Thank you for choosing [Financial Institution Name] for your banking needs. As part of our account opening process and in compliance with international Anti-Money Laundering (AML) and Know Your Customer (KYC) regulations, we are required to identify individuals who hold, or have held, prominent public positions.

Based on our initial review, you have been identified as a Politically Exposed Person (PEP) or an immediate family member/close associate of a PEP. This classification is a regulatory requirement and does not prevent you from maintaining an account with us; however, it does require us to collect additional information regarding your Source of Wealth and Source of Funds.

Please provide the following information and documentation:

- **Position Held:** Title of the public office or role held, including the country and duration of service.
- **Source of Wealth:** A detailed description of how your total net worth was accumulated (e.g., inheritance, business ownership, investments).
- **Source of Funds:** Documentation showing the origin of the initial deposit for this account (e.g., paystips, bank statements, or sale of assets).
- **Relationship:** If you are not the PEP yourself, please clarify your relationship to the primary PEP.

Please return the completed questionnaire and supporting documents by [Insert Date]. Your information will be handled with the highest level of confidentiality in accordance with our data protection policies.

Failure to provide this information may result in a delay or the inability to proceed with your account opening request.

If you have any questions, please contact our Compliance Department at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Sender Name]

[Title/Position]

[Financial Institution Name]