



## KYC Verification Policy

The Know Your Customer (KYC) Verification Policy of AlphaInvest Limited outlines the principles, requirements, and procedures applied to verify client identities, prevent fraud, and comply with global anti-money laundering (AML) regulations. This policy ensures the integrity and safety of all client relationships and transactions.

### 1. Policy Overview

AlphaInvest Limited is committed to full compliance with international KYC standards. The company conducts identity verification and continuous monitoring to detect suspicious activities, ensure legitimate fund sources, and maintain a secure investment environment.

### 2. Objectives of KYC

- 1 To verify the true identity of clients using reliable, independent documentation.
- 2 To prevent misuse of the platform for money laundering, terrorist financing, or fraudulent activities.
- 3 To maintain accurate, up-to-date records of client information and transaction histories.
- 4 To establish transparent and ethical financial relationships with all customers.

### 3. Verification Process

- 1 **Step 1: Identity Verification** – Collection of government-issued photo identification (passport, national ID, or driver's license).
- 2 **Step 2: Address Verification** – Submission of proof of residence (utility bill, bank statement, or rental agreement) not older than 3 months.
- 3 **Step 3: Source of Funds Verification** – Review of income documentation or account funding origin to confirm legitimacy.
- 4 **Step 4: Document Review** – The compliance team validates the authenticity of provided materials using automated and manual checks.
- 5 **Step 5: Account Approval** – Upon successful verification, the client receives full access to platform services under ongoing monitoring.

### 4. Enhanced Due Diligence (EDD)

For high-risk clients, AlphaInvest applies enhanced due diligence measures. These include obtaining additional documentation, conducting background checks, and applying heightened transaction monitoring thresholds to mitigate potential risks.

## 5. Record Retention

All client identification and verification records are securely retained for a minimum of five (5) years from the end of the business relationship. Data is protected under the company's privacy and cybersecurity frameworks.

## 6. Client Rights and Responsibilities

Clients are required to provide accurate, complete, and up-to-date information. They have the right to request information about how their data is processed and stored in accordance with global data protection laws.

## 7. Non-Compliance and Account Restrictions

Failure to comply with KYC verification requirements may result in account suspension, transaction holds, or termination of services. AlphaInvest reserves the right to deny or restrict services when verification standards are not met.

## 8. Ongoing Monitoring

AlphaInvest continuously reviews client profiles and transactions to identify anomalies or red flags. Periodic re-verification is required to maintain compliance with updated regulatory standards.