

Business Owners — Learn about new federal regulations that fight financial crime.

What is the Certification of Beneficial Owner(s) Form (CBO)?

To help the government fight financial crime, Federal regulation requires certain financial institutions to obtain, verify, and record information about the beneficial owners of legal entity customers. Legal entities can be abused to disguise involvement in terrorist financing, money laundering, tax evasion, corruption, fraud, and other financial crimes. Requiring the disclosure of key individuals who own or control a legal entity (i.e., the beneficial owners) helps law enforcement investigate and prosecute these crimes.

Who has to complete the CBO form?

The CBO form must be completed by the person opening a new account on behalf of a legal entity with any of the following U.S. financial institutions:

- a bank or credit union;
- a broker or dealer in securities;
- a mutual fund;
- a futures commission merchant; or
- an introducing broker in commodities.

For the purposes of the CBO form, a **Legal Entity** includes a corporation, limited liability company, or other entity created by filing of a public document with a Secretary of State or similar office, a general partnership, and any other similar business entity formed in the United States or a foreign country.

Legal Entity does not include sole proprietorships, unincorporated associations, or natural persons opening account on their own behalf.

About Rondout Savings Bank

Established in 1868, Rondout Savings Bank is a state-chartered, mutual banking and financial services provider headquartered in Kingston, New York. Rondout Savings Bank has five locations in Kingston, West Hurley, and Hyde Park, and operates divisions in asset management, personal banking, and business banking. Rondout Savings Bank is consistently recognized by BauerFinancial, Inc. with the 5-Star Superior Quality Rating. This rating is only awarded to 10% of the financial service institutions in the country and distinguishes Rondout Savings Bank as one of the strongest banking institutions in the country. Rondout Savings Bank's vision is to be the leading and most trusted provider of business banking and retail financial services in our markets, by delivering total client satisfaction.

For more information visit: RondoutBank.com

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About Certification for Beneficial Owners of Legal Entities

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What does signing the certification mean?

Signing the certification means that the person signing is stating that to the best of his or her knowledge, the information on the form is complete and accurate.

Does this just need to be done once?

No, it is required every time that another new account is opened. The definition of account includes opening any new loans, deposit accounts, and/or safe deposit boxes. This does not include single transactions like check-cashings or sales of bank checks or money orders; and it does not include an account opened for participating in an employee benefit plan established under ERISA.

What information do I have to provide?

The CBO form requires you to provide the **name, address, date of birth, and social security number** (or passport number or other similar information, in the case of foreign persons) for the following individuals (i.e., **the beneficial owners**):

- Each individual, if any, who owns, directly or indirectly, **25** percent or more of the equity interests of the legal entity customer (e.g., each natural person that owns **25** percent or more of the shares of a corporation); **and**
- An individual with significant responsibility for managing the legal entity customer (e.g., a Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Managing Member, General Partner, President, Vice President, or Treasurer).

The number of individuals that satisfy this definition of **“beneficial owner”** may vary. Depending on the factual circumstances, up to four individuals (but as few as zero) may need to be identified. Regardless of the number of individuals identified, you must provide the identifying information on one individual that has significant responsibility for managing the legal entity.

It is possible in many circumstances the same individual might be identified as having ownership and significant responsibility for managing the legal entity. (ie. The president of Widgets Inc. also holds 30% equity interest). Thus, the identifying information of at least one individual, and up to five individuals (ie. one individual with significant responsibility for managing and four 25 percent equity holders)

We will also need to see a copy of a driver’s license or other identifying document for each beneficial owner listed on the CBO form.

Certification of Beneficial Owner(s)

Persons opening an account on behalf of a legal entity must provide the following information:

- Name of Person Opening Account: _____
- Name of Legal Entity for Which the Account is Being Opened: _____
- The following information for each individual, if any, who, directly or indirectly, through any contract, arrangement, understanding, relationship or otherwise, owns 25 percent or more of the equity interests of the legal entity listed above:
(If no individual meets this definition, please write “Not Applicable.”)

Name	Date of Birth	Address	For US. Persons: Social Security Number	For Foreign Persons: Passport Number and Country of Issuance, or other similar identification number ¹

- The following information for one individual with significant responsibility for managing the legal entity listed above, such as:
 - An executive officer or senior manager (e.g., Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Managing Member, General Partner, President, Vice President, Treasurer); or
 - Any other individual who regularly performs similar functions.

(If appropriate, an individual listed under section (c) above may also be listed in this section (d)).

Name	Date of Birth	Address	For US. Persons: Social Security Number	For Foreign Persons: Passport Number and Country of Issuance, or other similar identification number ¹

I, _____ (name of person opening account), hereby certify, to the best of my knowledge, that the information provided above is complete and correct.

Signature: _____ Date: _____

¹In lieu of a passport number, foreign persons may also provide an alien identification card number, or number and country of issuance of any other government-issued document evidencing nationality or residence and bearing a photograph or similar safeguard.