M | F – MARCO FIORENTINO ◆ *Notary in Naples*
Viale Antonio Gramsci 19, 80122 Napoli · marco.fiorentino@notariato.it · PEC marco.fiorentino@postacertificata.notariato.it
notaiofiorentinomarco.com · Office and WhatsApp +39 328 6151578

AML FORM
D.Lgs. 231/2007, artt. 17-22
Ed. September 2026 · 2 pages

ANTI-MONEY LAUNDERING

Customer due diligence

One person per form; ticks are enough. Fill it in on your computer or by hand and send it to us before the deed (atto): you confirm it with your signature at the office.

1 Fill in at home (5 minutes)
2 Send by email or client area
3 At the office: check and sign

WHY WE ASK

Anti-money-laundering law requires the notary to know who is in front of him, on whose behalf they act and where the money comes from. The form is the same for everyone, and answering precisely **saves you time** on the day of the deed. Everything is covered by professional secrecy.

A WHO YOU ARE

as shown on your identity document

Surname ______ First name ______
Place of birth ______ Date ______ Nationality ______
Italian tax code (codice fiscale) ______ Residence (street, no., postcode, town) ______
Telephone ______ Email ______ Postal address, if different ______
ID document ☐ Identity card ☐ Passport ☐ Driving licence ☐ Residence permit no. ______ issued by ______ expires on ______

B WHAT YOU DO

one tick per line

Occupation ☐ Employee ☐ Self-employed / professional ☐ Business owner ☐ Retired ☐ Student ☐ Not employed ☐ Other ______
Sector ☐ Trade / retail ☐ Industry / crafts ☐ Services ☐ Construction / property ☐ Banking / finance / insurance ☐ Public administration ☐ Healthcare ☐ Other ______

C ON WHOSE BEHALF YOU ACT

if you sign for yourself, the first tick is enough

☐ **On my own behalf.** No other person has an economic interest in the transaction: I am the beneficial owner (titolare effettivo).
☐ **As attorney or representative of an individual** (parent, guardian, support administrator, power of attorney): ______
☐ **As legal representative, attorney or member of a company or entity:** ______ Tax code / VAT no. ______ registered office ______

If you ticked the last box, list the **beneficial owners**: the individuals holding more than 25% (also through other companies) or who otherwise control the entity; if nobody exceeds 25%, those who manage it.

Surname and first name	Place and date of birth	Residence	Share %	PEP?
				☐ no ☐ yes
				☐ no ☐ yes

☐ The beneficial owners are those shown in the Register of Companies (Registro delle Imprese) / Beneficial Owners Register (extract attached)
☐ Already given to the office for a previous deed and unchanged

D POLITICALLY EXPOSED PERSONS (PEP)

definition at the foot of page 2

☐ **No:** neither I, nor the person I represent, nor the beneficial owners are PEPs, family members of PEPs or their close associates
☐ **Yes, I am** (also if the office ended less than a year ago) ☐ **Yes, a family member or a person linked to me**
If yes: office held ______ name and relationship to the office holder ______

E THE TRANSACTION

purpose and nature: art. 18, lett. b)

Type of deed ☐ Sale and purchase ☐ Mortgage loan / subrogation ☐ Gift ☐ Partition ☐ Succession

☐ Company: formation / amendment ☐ Transfer of shares or business ☐ Power of attorney

☐ Trust / restriction / family fund ☐ Other ____________

My role ☐ Buyer / borrower ☐ Seller ☐ Donor ☐ Donee / heir ☐ Shareholder / director

☐ Guarantor / third-party security provider ☐ Other ____________

Value ☐ As per deed ☐ About € ____________ Purpose, if not obvious from the deed ☐ Home for me / my family

☐ Investment / letting ☐ Business activity ☐ Family or estate arrangement ☐ Other ____________

Other persons involved besides the parties (intermediaries, anyone paying or receiving for you)? ☐ No ☐ Yes: ____________

F WHERE THE MONEY COMES FROM

only if you pay, lend, give or contribute something · more than one tick allowed

☐ Savings and income from work or pension

☐ Mortgage or loan from the bank ____________

☐ Sale of another property, asset or investment

☐ Inheritance or gift received from ____________

☐ Money provided by family (who: ____________)

☐ Profits or proceeds of the business / company

☐ Shareholder / group company loan

☐ Sale of securities, policies, funds

☐ Loan from third parties (who: ____________)

☐ Other: ____________

The funds come from an account ☐ In my name (or joint) ☐ In the name of the company I represent

☐ In the name of another person: ____________ Country of the bank ☐ Italy ☐ Other EU country

☐ Non-EU: ____________

G HOW PAYMENT IS MADE

by law the deed must list every means of payment, deposit included

☐ Bank transfer ☐ Non-transferable banker's draft ☐ Non-transferable cheque ☐ Loan paid out at the deed

☐ Cash (small sums, within the legal limit) ☐ No payment

Sums already paid before the deed (deposit, advances) ☐ None

☐ Yes: € ____________ on ____________ by ____________

Bring copies of all cheques and transfers (date, amount, payee, bank, number or TRN): the details go in the deed (art. 35 co. 22 D.L. 223/2006).

H DECLARATIONS AND SIGNATURE

I declare that the above is true and complete and that **I will report any change** until the deed is signed. I am aware that giving false data or untrue information on the client, the beneficial owner or the purpose of the transaction is punished with **imprisonment from 6 months to 3 years and a fine from 10,000 to 30,000 euro** (art. 55, co. 3, D.Lgs. 231/2007).

☐ I have read the definitions of beneficial owner and PEP ☐ I have received the privacy notice

☐ I authorise drafts and copies to be sent to the email given

Place and date	Signature of the declarant (at the office, before the notary)	Signature of the beneficial owner, if different

Beneficial owner (art. 20 D.Lgs. 231/2007): the individual on whose behalf the transaction is carried out or, for companies and entities, whoever directly or indirectly holds more than 25% of the capital, otherwise controls it (majority of votes, dominant influence, power to appoint directors) or, failing that, whoever holds management or executive powers. For trusts and foundations: settlor, trustee, protector, beneficiaries.

Politically exposed person (art. 1, co. 2, lett. dd): anyone who holds, or left less than a year ago, a prominent public office: Head of State, Prime Minister, ministers and under-secretaries, members of parliament, presidents and executive members of Regions and metropolitan cities, mayors of provincial capitals and of towns over 15,000 inhabitants, party leaders, judges of supreme and constitutional courts, heads of central banks and independent authorities, ambassadors and senior officers, directors of companies controlled by the State or local authorities, general managers of health authorities and hospitals, heads of international organisations. **Family members** (spouse or civil partner, cohabitant, children and their spouses, parents) and those with **close business ties** to the PEP are equated. Without this information the deed cannot be executed (art. 42); data are kept for ten years (art. 31).

FOR OFFICE USE ONLY

☐ Simplified check ☐ Standard ☐ Enhanced ☐ Original ID checked ☐ Register extracts obtained

☐ PEP / sanctions lists checked ☐ No issues Rep./file ____________ Date and initials ____________