

Staff login>

This is accessible to user with admin rights only.

1. Add New Client
2. Edit Client
3. Upload Documents
- Accessible to all Users

1. Add New Client

First Name of UBO/Controller

John

Last Name of UBO/Controller

Doe

Country of Residence

Choose Country

- Trust
 - Authorised Company
 - GBC (no special Licence)
 - GBC with Special Licence
 - PTC
 - Limited Partnership (non-fund)
 - Limited Partnership (CEF)
 - PCC (non-fund)
 - PCC (CIS/CEF)
 - VCC Fund
 - Investment Fund (CIS/CEF)

Name of Associated Entity(ies)

1. JD Trust

2. Smith Holdings Ltd

Type of Entity

Choose Legal Form

Choose Legal Form

Generate Client Code & Close

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2. Edit Client

Input the code generated when client was added

Enter Client Code

First Name of UBO/Controller

Last Name of UBO/Controller

Country of Residence

Choose Country ▼

- Trust
 - Authorised Company
 - GBC (no special Licence)
 - PTC
 - Limited Partnership (non-fund)
 - Limited Partnership (CEF)
 - PCC (non-fund)
 - PCC (CIS/CEF)
 - VCC Fund

Name of Associated Entity(ies)

1.

2.

3.

This colour cannot be edited

Type of Entity

Choose Legal Form ▼

Choose Legal Form ▼

Choose Legal Form ▼

Save & Close

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3. Upload Documents

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Client Code	Date of Document	Category	Document	
AA2024001	25/07/2024	CoSec	Resolution	Upload
AA2024002	20/07/2024	Billing	Invoice	Upload
AA2024001	25/07/2024	Billing	Invoice	Upload
AA2024012	22/07/2024	CoSec	Shareholder Agreement	Upload
		Choose Category		Upload
		Choose Category		Upload

- CoSec
- Billing
- Accounting
- Corporate
- Fund Administration
- Fiduciary
- Taxation
- Compliance

Exit