PPP File Submission Checklist

THE TRADE GROUP

Please tick off the items listed below to ensure your file is accepted for submission. Completion is mandatory.

- [ ] I confirm I have read and followed the resources, processes and available documents on the Introducer Resources page at www.thetradegroup.co.uk
- [ ] I confirm that the proof of funds and bank comfort letter provided are no more than 48 hours old, have been signed by 2 bank officers, and copies of their business cards are included in the KYC. I also confirm Proof of Life is correct as per sample provided on TTG website.
- [ ] I confirm that the whole KYC is fully completed, including n/a where a section is not answered, has been signed and initialed by the client in blue ink and doesn't feature electronic signatures.
- [ ] I confirm that to the best of my knowledge, the information presented in the file is not fraudulent and contains no statement that you know is, or might be, untrue or misleading and intend by doing so to make a gain for yourself or another person, or to cause loss or the risk of loss to another person.
- [ ] I confirm that a Genealogy Report has been included with the file and represents all consultants and/or introducers in the client referral chain. I also confirm that if I wish to be paid by the platform, I have completed the Introducer CIS on The Trade Group website. Where parties wish to be paid by the client, I confirm I have attached the client fee agreement noting each and every party being paid by the client directly.

Name of client or company being submitted:

Consultant/Introducer signature:

Dated

Consultant/Introducer Full Name