



# Anti-Money Laundering

## What you need to know as a Client?

### 1. Why is my Solicitor asking for identification documentation and documents supporting the particulars of my transaction?

- Solicitors in Hong Kong must comply with the Anti-Money Laundering and Counter-Terrorist Financing (AML / CTF) regulations which means you will be asked to prove who you are if you are a new client or if your Solicitor has not taken instructions from you for some time.
- In addition, your Solicitor is required by law to establish where the money that will be used in a transaction came from and how it was acquired or generated.
- Please do not assume that your Solicitor is not required to comply with these strict identification procedures if you know the Solicitor as a friend or otherwise maintain a long-term business relationship.
- If you don't have or are unwilling to share your identification document(s), or information that your Solicitor may require from you to comply with the AML / CTF legal requirements, then he / she will not be able to assist you with the legal advice or service required.

### 2. What information do I need to provide?

Before accepting you as a client or taking instructions, your Solicitor must obtain information confirming your identify, and supporting documents regarding the particulars of your transaction. Please provide your Solicitor with the following information and any further documents that he / she may need:

#### Individual Clients

- Full name – Hong Kong ID or passport
- Proof of address - recent utility bill, bank statement or other official document confirming your address
- Particulars of occupation or business
- Details of the source of funds for a transaction or requested service to be undertaken

#### Corporations

- Full legal name
- Proof of business address
- Incorporation documents
- Ownership structure showing ultimate beneficial owner, including Share Register or equivalent document to identify the shareholders and percentage of ownership
- Identification document of directors, beneficial owner(s) and persons giving instructions
- Details of the source of funds for a transaction or requested service to be undertaken

### Further Information

To find out more about the Money Laundering and Terrorist Financing regulations applicable in Hong Kong, please visit <https://www.jfiu.gov.hk/en/legislation.html>

### Disclaimer

*This leaflet is for general information only. It does not contain, and should not be regarded as, legal advice from the Law Society. If you have any queries, please consult your Solicitor.*

