



Onboarding requirements for Bahrain



Basic Mandatory Documents (for ALL policies)



1. Signed Know Your Customer (KYC) Form
2. Commercial Registration License
3. Memorandum of Association & Articles of Association / Partnership Agreement
4. Board Resolution for the Authorized Signatory to establish a Business Relationship with the Company
5. Passport or National ID copy of Shareholders/Authorized Signatories

Other Mandatory Documents

Select Condition when required

- | | | |
|--|--------------------------|---|
| 1. Copy of the latest Audited Accounts Report | <input type="checkbox"/> | Public Company / Private Company |
| 2. Source of Funds Declaration (completed) | <input type="checkbox"/> | Alternative to Audited Accounts |
| 3. Enhanced Due Diligence Form (completed) | <input type="checkbox"/> | PEP / Sub-Groups outside 5 Gulf Countries |
| 4. Board resolution seeking the insurance services | <input type="checkbox"/> | Private / Unlisted Companies |

1. In instances where a Group Medical/Life Customer is unable to provide supporting documentation to MetLife on its source of funds, particularly their Annual Financial Statements due to the sensitivity of the information contained in this document the Customer should sign the Source of Funds Declaration form. This should be supported by the Commercial Registration License.