

**Marketplace Onboarding**

**Appendix A: Marketplace Questionnaire A**

| **Ref** | **Required Information** | **Response** |
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| 1 | **Basic Information** |  |
| 1.1 | Please provide information on the financial licenses that you hold |  |
| 1.2 | Please provide a copy of your AML/CTF Policy if you maintain one. |  |
| 1.3 | Do you perform any due diligence on your buyers and sellers? If so, what level of due diligence is performed? |  |
| 1.4 | Do you have any restrictions regarding buyers and sellers in your marketplace? |  |
| 1.5 | Do you collect and record information on your buyers and sellers?    If yes, what information do you collect and record? How long do you record this information for? |  |
| 1.6 | Are sellers able to pay out to accounts that are not held in their name?    OR    Are sellers able to access escrow services; securities trading; custodial services? |  |
| 1.7 | Please explain in detail how you intend to use Airwallex? |  |
| 2 | **Understanding Your Business** |  |
| 2.1 | Are sellers able to perform refunds or chargebacks? If so, please provide the relevant policy and process. |  |
| 2.2 | Please list all accepted methods of payment. |  |
| 2.3 | Please describe the flow of payments from buyer to seller and describe how the seller collects payment. |  |
| 2.4 | Please advise if your company has plans to provide all required reporting information to the relevant tax authorities when it is required by the local law of the jurisdiction(s) where you offer your services? |  |
| 2.5 | Are sellers able to payout to overseas accounts? |  |
| 2.6 | Do you have any controls or monitoring on the IP addresses of your users to prevent access from sanctioned countries? |  |
| 2.7 | Do you have controls or policies regarding the origin of goods to make sure sanctions regulations are adhered to? |  |

| Completed by: | Approved by Company Director: |
| --- | --- |
| Designation: | Designation: |