



Third Party Determination Record

When you are determining whether a third party is involved, it is not about who "owns" the money, but rather about "who gives instructions to deal with the money". To determine who the third party is, the point to remember is whether the individual in front of you is acting on someone else's instructions. If so, that someone else is the third party (FINTRAC Guideline 6G - section 5.1)

Whenever you are required to make a Large Cash Transaction Report (\$10,000 or more in cash) and for every new account opening, you must ask the person in front of you if they are acting on behalf of a third party. If they are, or you suspect they are, you are required to keep a Third Party Determination Record.

DATE ACCOUNT OPENED _____ **ACCOUNT NUMBER** _____

Is this transaction being carried out on behalf of a third party? Yes No

Third Party Information - Individual (if applicable)

Full Name of Individual _____

Civic Address _____

Date of Birth (MM/DD/YYYY) _____

Nature of Relationship to Third Party _____

Principal Business or Occupation of Individual _____

Third Party information - Entity (if applicable)

Full Name of Entity _____

Civic Address _____

Nature of Relationship to Third Party _____

Incorporation # _____

Place of Incorporation _____

If you are not able to determine that there is in fact a third party, but you have reasonable grounds to suspect that there are instructions of a third party involved, please indicate below why you suspect the individual is acting on a third party's instructions:

To be completed by League Savings

Checked By: _____

Date Checked: _____