



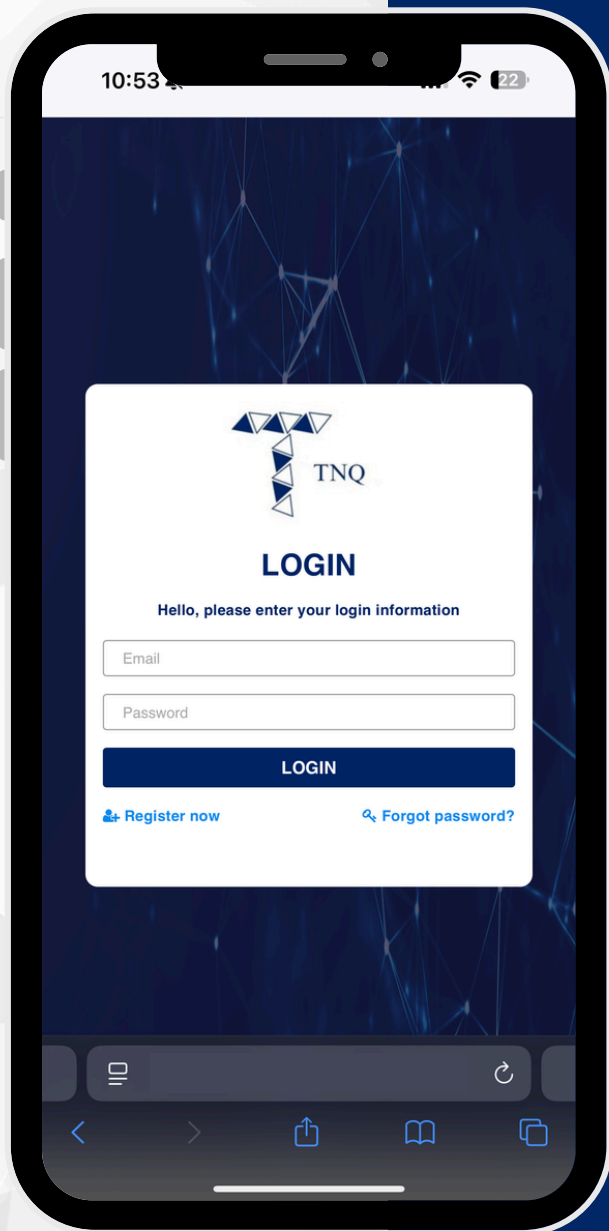
How to:

Complete KYC for a corporate client



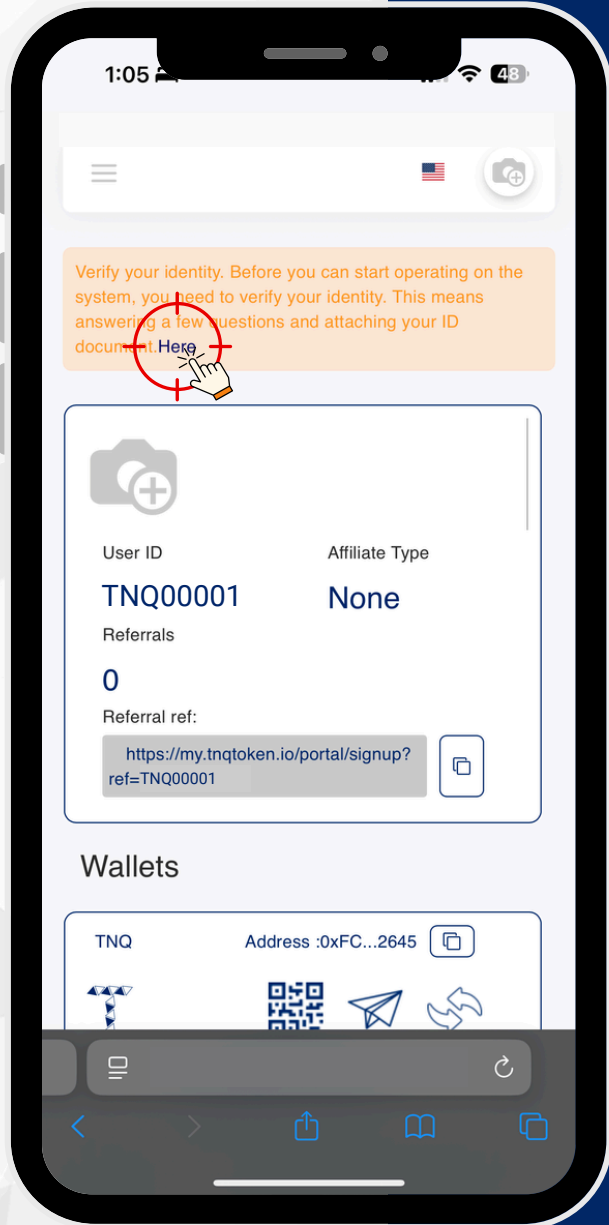
KYC documents required:

- **Certified copy of Certificate of Incorporation**
- **Certified copy of the Memorandum and Articles of Association**
- **Certified copy of Special Resolution**



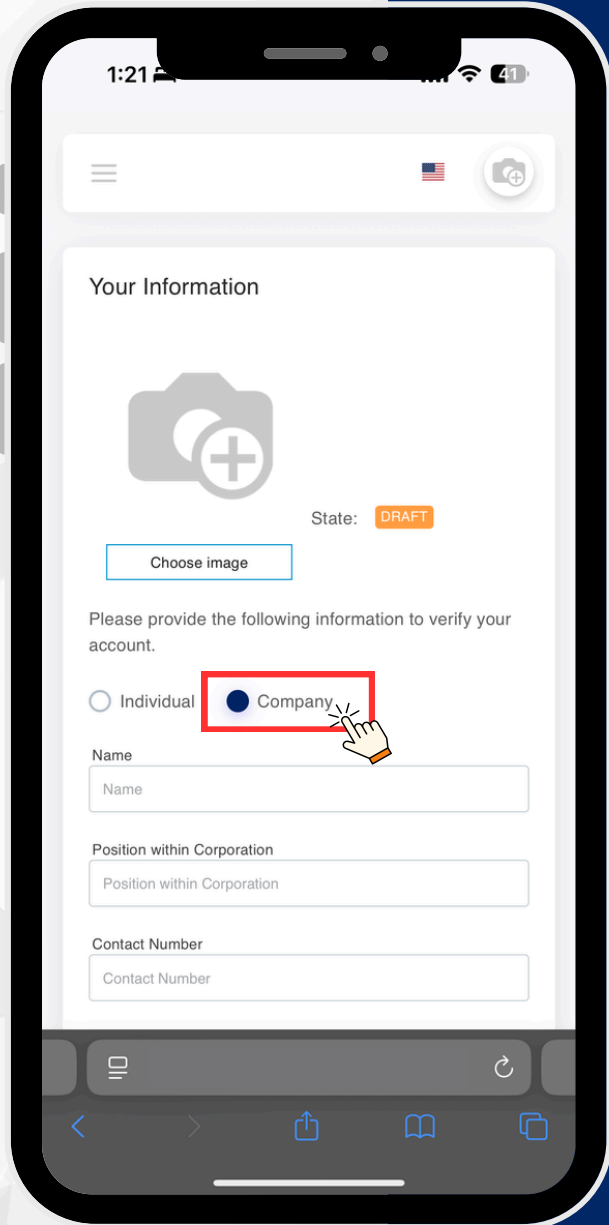
Step 1:

Login to the TNQ account



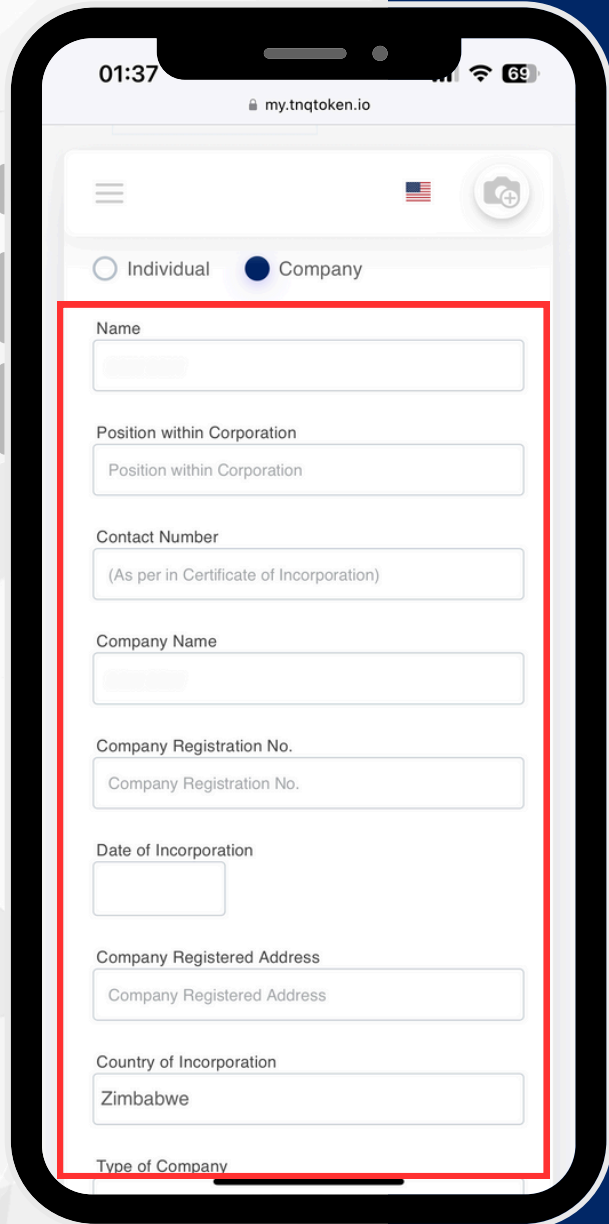
Step 2:

On the home page,
click on "Here"



Step 3:

Select “Company”



01:37 my.tnqtoken.io

Individual ☐ Company ☒

Name

Position within Corporation

Contact Number

Company Name

Company Registration No.

Date of Incorporation

Company Registered Address

Country of Incorporation

Type of Company

Step 4:

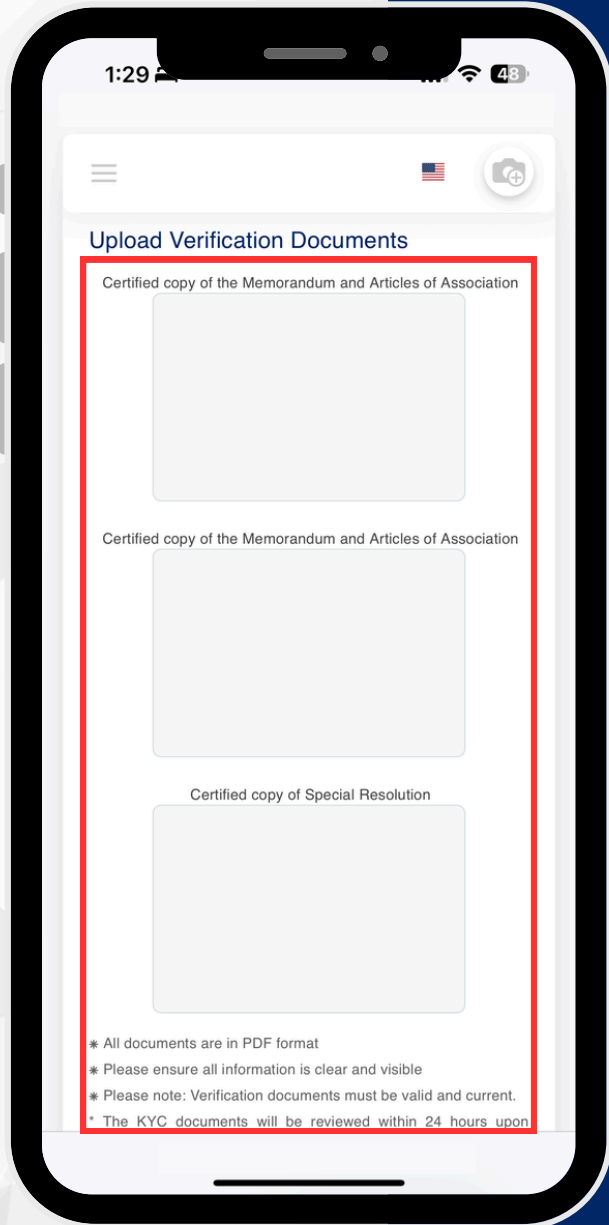
Fill in the required information

Particulars of corporate representative

- Name
- Contact number
- Position within corporation

Particulars of corporation

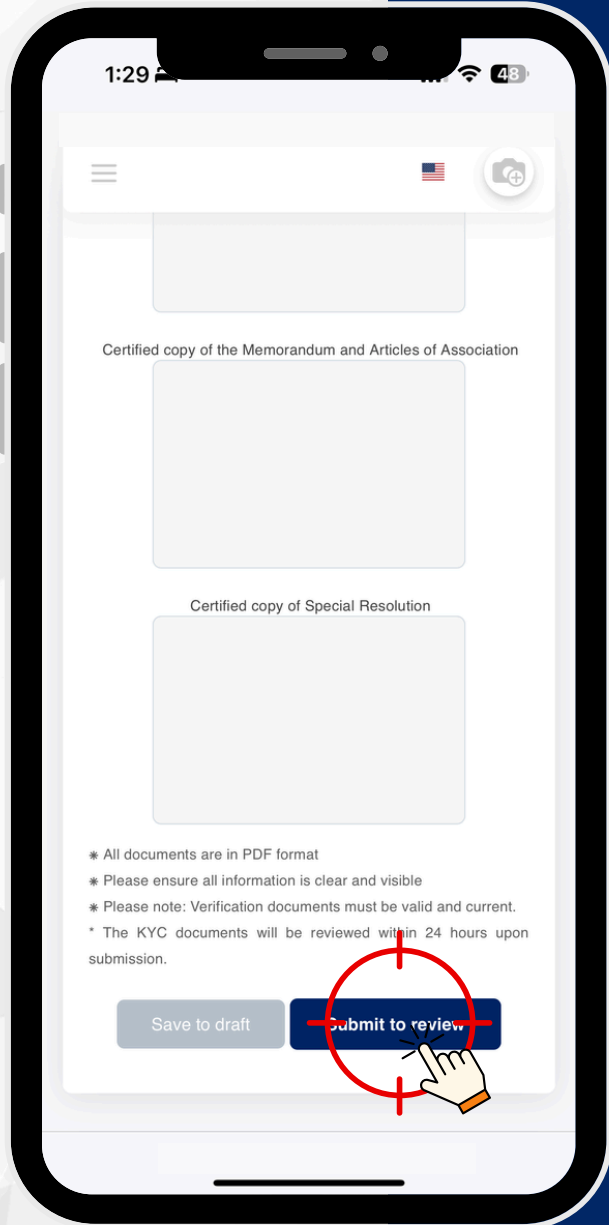
- Name (as per in Certificate of Incorporation)
- Company registration number
- Company registered address
- Country of incorporation
- Date of incorporation
- Type of company
- Email address



Step 5:

Upload verification documents

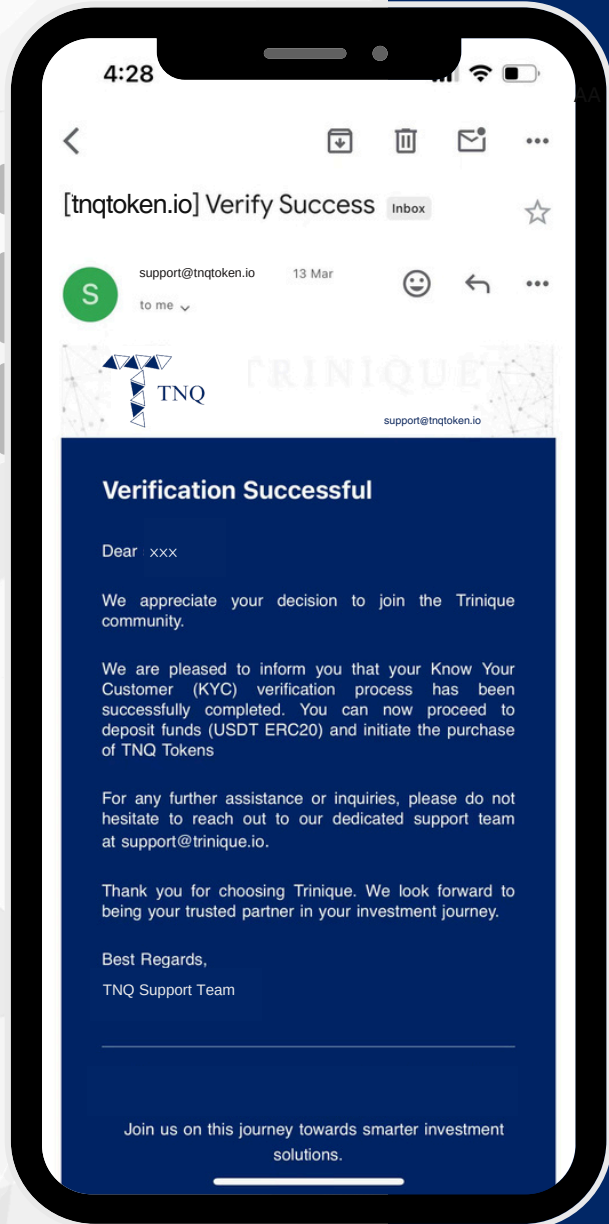
Please note that all corporate KYC documents must be uploaded in PDF format.



Step 6:

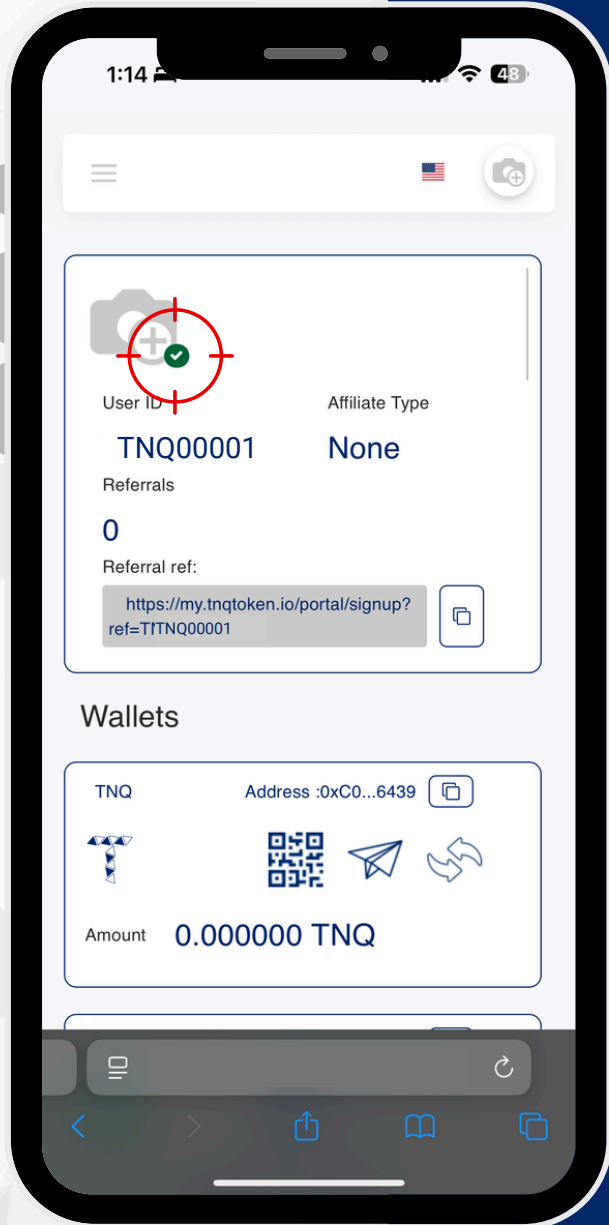
**Click on the
“Submit to Review”
button**

Upon submission of the KYC documents, the support team will complete the review within 24 hours.




Step 7:

An email notification will be sent once the KYC is approved



Step 8:

The  on the profile signifies the successful completion of the KYC process