



In relation to your foreseen business relationship with KPMG concerning Tax Filing Services

As required by Act. no. 140/2018 on measures against money laundering and terrorist financing you will be presented with a questionnaire which you must complete in order for KPMG to fulfil its obligations of customer due diligence as required by the aforementioned act.

Following the questionnaire, you will be presented with an Offer from KPMG regarding Tax Filing Services to Individuals which you must read and accept in order for KPMG to provide its services to you.

If at any point any questions arise, please do not hesitate to be in touch with your KPMG contact.

Sincerely,

KPMG

Customer Due Diligence

The following questionnaire is necessary for KPMG to conduct customer due diligence as stipulated for in Act. no. 140/2018 on measures against money laundering and terrorist financing. After which, the offer from KPMG regarding tax filing services to individuals will be presented.

Personal Information	
First name:	
Middle name:	
Last name:	
Nationality:	
Address (street and Zip code):	
Residence:	
Icelandic Id number (if applicable):	
Phone no. (including area code):	
E-mail:	

Question 1 of 6 – Is your address the same as your legal domicile? (Indicate with “X”)	
Yes:	
No:	

Question 2 of 6 – What is your profession/industry? (Indicate with “X”)	
Employee which does not operate an independent business:	
Attorney:	
Auditor:	
Accountant:	
Real estate agent or in the industry of buying and selling real estate:	
Car dealership, used car sales or in the industry of buying and selling vehicles:	
Jeweller or in the industry of buying and selling precious metals and jewels:	
Art broker or in the market of art sales:	
Other (provide explanation):	

Question 3 of 6 – Please Indicate the origin of the funds that will be used to pay for KPMG’s services (Indicate with “X”, multiple choices allowed)	
Salary:	

Capital Income:	
Inheritance:	
Operating revenue:	
Debt:	
Other (provide explanation):	

Question 4 of 6 – Do you hereby confirm that your funds do not originate from illegal activities? (Indicate with “X”)	
Yes:	
No:	

Question 5 of 6 - Are you engaged in a business relationship with ties to countries that fall under the definitions of high-risk and un-cooperative countries as specified by the FATF and the European Union? (Indicate with “X”)	
Yes:	
No:	
If yes, specify the country and the nature of the business:	

Question 6 of 6 - Are you considered a politically exposed person? (Indicate with “X”)	
(Politically exposed persons include individuals, both domestic and foreign, who are or have been highly placed in public service, along with their immediate family and close associates. A full list of job titles considered to be politically exposed can be found on the website of the Financial Supervisory)	
Yes:	
No:	

Please note, you will also be required to provide proof of government Identification in order to complete the due diligence as stipulated for by Act. no. 140/2018. To this end, please submit a photocopy of your government issued ID, for example passport or driver's license (if it includes a picture). If you choose to send a photocopy of your driver's license, we will require photocopies of both sides.

Client Signature

Date

Offer from KPMG regarding Tax Filing Services to Individuals

Client name (who will in the following text be referred to as the "filer"):	
Client ID no:	
Client Address:	

This offer for tax filing services is made by KPMG ehf., ID. no. 590975-0449, hereinafter referred to as "KPMG" to the filer as defined above. By signing this offer, the filer is considered to have accepted it along with the terms stated within it.

KPMG will assist in preparing the filer's tax filing, and where applicable jointly with the filer's spouse according to the filer's wishes. The filer is responsible for obtaining necessary consent from the spouse and informing the spouse about the terms of this document. The filer must provide all relevant information and documents to KPMG in a timely manner so that the tax filing can be prepared. By signing this document, the filer confirms that the declared income, assets, and other information on the tax filing will be provided to the best of the filer's knowledge. **The filer acknowledges that he/she is responsible for the accuracy and completeness of the information in the tax filing and for the payment of taxes.** KPMG will submit the tax filing to the filer for confirmation before it is sent to the tax authorities. The filer's confirmation authorizes KPMG to submit the tax filing on behalf of the filer to the Icelandic tax authority.

All inquiries, assessments, and levies that the tax authorities send to the filer and require the service of KPMG should be promptly forwarded to KPMG. According to law, the filer is responsible for the custody of all documents related to his/her tax affairs. Inadequate or incorrect information provided on the tax filing can result in the imposition of surcharges or penalties.

KPMG will prepare the tax filing in accordance with applicable laws and guidelines of the tax authorities, based on information and documents from the filer as soon as possible after the relevant information and documents have been submitted. The deadline for professional bodies filing tax returns on behalf of individuals is generally April 15th. KPMG will also respond to inquiries from the tax authorities regarding the filer's tax filing, if requested by the filer, as quickly as possible.

KPMG will treat all information provided by the filer as confidential and will only disclose such information to KPMG employees who will provide services to the filer as defined in this document or in connection with routine quality control. KPMG is authorized to use and disclose confidential information as necessary to other KPMG entities for the purpose of conducting internal risk assessments of the filer and the engagement, e.g. with regards to potential conflicts of interest.

The project will be carried out by specialists from KPMG ehf. or KPMG Law ehf., ID. no. 550217-1040 as needed. The term "KPMG" in this document also refers to KPMG Law ehf.

KPMG adheres to laws and regulations concerning data protection and personal information. By signing this document, the filer confirms that he/she is aware that in order to fulfil its obligations, KPMG needs to collect and process personal information in accordance with laws and regulations. In connection with the service provided to the filer according to this document, KPMG will handle information which includes names, identification numbers, addresses, and banking details of the filer and, where applicable related parties, in addition to other information that may be necessary for the engagement.

KPMG is authorized to use information about the filer and the project to update KPMG's contact lists for the purpose of facilitating communication with the filer.

The terms regarding the processing of personal information, the general terms and conditions of KPMG is accessible at KPMG's website (<https://kpmg.com/is/is/home/um-kpmg/skilmalar-kpmg.html>) and other terms, which the filer confirms by signing this document to have reviewed and which apply to the agreement that is established with the filer's signature on this document.

KPMG is an obliged entity according to Act. no. 140/2018 on measures against money laundering and terrorist financing. By signing this document, the filer confirms that the purpose of purchasing KPMG's services and the financing of said purchase does not violate the aforementioned law or any other laws or regulations which have been established on the same grounds.

The fee for each tax filing is in accordance with KPMG's price list at each time. The price list for tax filing is accessible at www.kpmg.is. The hourly rate for each employee is based on their experience, education, and competence. Invoices are issued as work progresses.

Should KPMG receive a request for documents or information from public authorities or in connection with a pending or ongoing legal case related to the project and KPMG is not a party to the case, the filer will pay KPMG for the cost arising from additional work according to the hourly rate.

The liability of KPMG is limited to an amount equal to double the fee payable for the service covered by this document.

The contract established between the parties upon signing this document remains in effect until one of the parties terminates it. Either party may terminate the contract at any time with 30 days written notice to the other party. Termination does not affect any right that either party may have acquired before the termination takes place, and all fees payable to KPMG will become fully due upon execution of the termination.

The terms of the contract are specified within the document itself and any modifications to it must be made in writing. This contract is governed by Icelandic law and any disputes arising from it shall be settled before the District Court of Reykjavík if an agreement between the parties cannot be reached.

To confirm all the above, this document is signed by the filer with a valid electronic signature. The filer is aware that an electronic signature equals written signature in accordance with the Act no. 55/2019 on electronic identification and trust services for electronic transactions, and the signature is in accordance with this Act.

Client