Dear Mearchant

Thank you for choosing to work with us.   
  
Quailpay is a registered Money Service Business (MSB), under the laws of Canada and British Columbia. Due to this please provide us with all the documents according the this check list:

* Application Form for Services Provided to B2B Customers
* PEP Declaration
* QuailPay Application for Merchant Acquiring Services
* Certificate of good standing (not older than 3 months)
* Certificate of Incorporation
* Proof of address for the office (not older than 3 months)
* Proof of the address for the Director (not older than 3 months)
* Articles of Association
* Director Appointment Documents
* Shareholders certificates or register and the documents showing the shareholding structure up to the UBO
* Signed Ownership Structure chart showing the ultimate final beneficiaries of the company (dated within the last 3 months)
* Extract from the company register
* Business license if and when applicable and the document showing connection between the licensed entity and the merchant
* VAT and TAX number certificates
* List of authorized signatories together with PoA and all relevant contact details
* Authorised copy of the current ID/Passport for the Director
* Authorised copy of the current ID/Passport for the UBO
* Filled and executed Bilateral NDA
* Filled Settlement and SOF file
* Proof of website ownership (not older than 3 months)

Please pay attention that if your company, that applies as a merchant, is in the role of being payment agent for a licensed entity, then provide the full set of documents for the Licensed Entity, identical with the one above, beside the documents of your entity.

**Thank You!**

**QUAILPAY TEAM**