**NOTES ON COMPLETION**

**General information**

The notes on completion of the cash disclosure form also apply here.

**Section A: Additional sheet number**

Additional sheets must be numbered with consecutive numbers (i.e. 1 on the first additional sheet, 2 on the second etc.).

Indicate the total number of additional sheets used on the second page of the cash disclosure declaration form.

**Section B: Additional sheet details**

State the reason for filling in the additional sheet. Only one option must be ticked. If more options are applicable, use a separate additional sheet for each option.

**B.1: Continuation of ‘Details of the cash’:** Select this option only when the space available in Section 3 ‘Details of the cash’ on the disclosure declaration form is not sufficient for all the cash. Fill in Section C and skip Sections D and E.

**B.2: Sender and owner of part of the cash:** Select this option only when there is more than one owner of the cash and one of them is also the sender of the cash. For each owner a separate additional sheet must be filled in.

Indicate in Section C the amount of the cash owned by the sender.

Indicate in Subsections D.1 and D.2 the economic provenance and the intended use of the amount of the cash owned by the sender.

**B.3: Sole recipient and owner of part of the cash:** Select when there is more than one owner and one of them is also the sole recipient of the cash. For each additional owner a separate additional sheet must be filled in.

Indicate in Section C the amount of cash owned by the sole recipient.

Indicate in Subsections D.1 and D.2 the economic provenance and the intended use of the cash owned by the sole recipient.

**B.4: Recipient or intended recipient who owns part of the cash:** Select when there is more than one owner who is also the recipient (or intended recipient) of the cash. For each additional owner and/or recipient (or intended recipient) a separate additional sheet must be filled in.

Indicate in Section C the amount of cash that is owned and is to be received by the recipient.

Indicate in Subsections D.1 and D.2 the economic provenance and the intended use of the cash owned by the owner and recipient (or intended recipient).

The details of the owner who is also the recipient (or intended recipient) must be filled in Subsection E.1 if they are a natural person and in Subsection E.2 if they are a legal person.

**B.5: Owner of part of the cash:** Select when there is more than one owner. For each owner a separate additional sheet must be filled in.

Indicate in Section C the amount of cash owned by the owner.

Indicate in Subsections D.1 and D.2 the economic provenance and the intended use of the cash owned by the owner.

The details of the owner must be filled in Subsection E.1 if they are a natural person and in Subsection E.2 if they are a legal person.

**B.6: Recipient or intended recipient of part of the cash:** Select when there is more than one recipient (or intended recipient). For each recipient (or intended recipient), a separate additional sheet must be filled in.

Indicate in Section C the part of the cash to be received by the recipient (or intended recipient).

Indicate in Subsection D.2 the intended use of the cash to be received by the recipient (or intended recipient).

The details of the intended recipient must be filled in Subsection E.1 if they are a natural person and in Subsection E.2 if they are a legal person.

**Section C: Details of the cash**

‘Cash’ is explained under the ‘General information’ section on the notes on completion of the cash disclosure declaration.

**Section D: Economic provenance and intended use of the cash**

Tick the boxes to indicate the relevant economic provenance and intended use of the cash as indicated in Section B. You can select more than one option. If no option is applicable, then tick box ‘other’ and fill in the details.

**Section E: Persons involved**

Enter the personal details of the persons involved. These persons can be natural persons or legal persons. You must tick the appropriate box and fill in the details.

**Section F: Signature**

State the date, place, name, sign and attach the additional sheet to the main cash disclosure declaration form. All information provided constitutes one disclosure declaration.