

# LINK FORMAT, DATA UPDATE AND / OR CREDIT REQUEST



Giving Compliance to the provisions of the Colombian state through the Superintendency of Companies through External Circulars 100-00005 of 2014 and the current Basic Legal Circular, the GAFI recommendations and other national and international regulations that are added to them related to customer knowledge or supplier, we ask you to fill out this form completely and deliver it to our offices and / or by physical or electronic signature with the requested documents.

GENERAL DATA										
Fill out without studs or amendments					Relation since	Client	Provider			
DD	MM	YY	Commercial Advisor		Quota Requested	Term	Request	Inscription		
								Upgrade		
									Credit	

1. INFORMATION ABOUT INDEPENDENT PERSON										
Last Names and Full Names					Type of Identification					
					C.C		C.E		P.P	Other Which one?
Document No.		Expedition Date		Address			Cell phone			
Department			City			E-mail				

2. INFORMATION ABOUT THE COMPANY									
Social Reason					Identification Company (NIT, TIN,VAR,#OTHER)				
Address			Economic Activity		Phone		Cell Phone		
Department			City		E-mail notifications		Website		

2.1 LEGAL REPRESENTATIVE DATA									
Representative Legal Name				Type of Identification		Identification No.		Expedition Date	

2.2 PARTNERS AND/OR SHAREHOLDERS									
I certify that associates, shareholders or partners who have more than five (5%) shareholding of the entity I represent are the natural or legal persons listed in the following relationship:									
Member's name and/or Shareholder					Type ID	No. Identification			% Participation
1									
2									
3									
4									
5									

3. PUBLICLY EXPOSED PERSONS (PEP) (OF THE PEOPLE OF THE PREVIOUS POINT INDICATE)										
1. For your office or activity you manage public resources?							Yes	No		
2. For your office or activity do you exercise any degree of public power?							Yes	No		
3. For your activity or craft, do you enjoy general public recognition?							Yes	No		
4. Is there a link between you and a person considered publicly exposed?							Yes	No		Who?
5. Are you subject to tax obligations in another country or group of countries?							Yes	No		
6. You or the officials at the management level in your organization have a kinship link with a worker of SIDOC S.A.S, up to the second degree of inbreeding, second of affinity or only civil.							Yes	No		Who?

3.1 NATIONAL TRUBURIAN INFORMATION ONLY – (JUST FOR COLOMBIA SPACE)									
Economic Activity				Antique		Nature of the Company			
						Publishes <input type="checkbox"/> Private <input type="checkbox"/> Mixed <input type="checkbox"/> Another <input type="checkbox"/>			
Big Contributor		Yes	No	# Resolution		Vat		Not Responsible	
Auto Retainer Rent		Yes	No	# Resolution				Responsible	
Declares Income		Yes	No						
Auto Retainer ICA		Yes	No	# Resolution	ISIC for ICA		Other		
Tax in other municipalities		Yes	No	* If yes please append the certifications of the municipalities where you declare					

### 3.2 FINANCIAL INFORMATION

<b>Asset Value</b>	USD		<b>Monthly Income Value</b>	USD	
<b>Passive Value</b>	USD		<b>Monthly Egress Value</b>	USD	
<b>Total Equity</b>	USD		<b>Other Income</b>	USD	
<b>Do you transact in foreign currency?</b> YES <input type="checkbox"/> NO <input type="checkbox"/>			<b>Imports</b>		<b>Exports</b>
<b>Investments</b>		<b>Loans</b>		<b>Sending or receiving turns</b>	
Persons authorized to sign documents abroad		Number:	Phone:	Email:	Charge:
You have a Clearing Account:		If the Answer is Yes, in which Bank do you have the account?			

### 3.3 PAYMENT INFORMATION (Registered Account for Payments and/or Returns)

Bank	Account type
	Current      Savings
<b>Account Number</b>	<b>Account Holder</b>
	<b>Account Holder Identification No.</b>
<b>Contact Treasury for Notification of Payments or Returns</b>	Number:      Phone:      E-mail:      Charge:

### 4. COMMERCIAL REFERENCES

Company Name	City	Phone:	Contact Person	Time as Customer/Supplier

### 5. COMMERCIAL AND NEGOTIATION INFORMATION (Segmentation)

Level 1	Level 2	Level 3	Brand X	Criteria Description
Distributor	Wholesalers	Chain of Ferreteria		It has more than one point of sale and more than 100 tons/month
Distributor	Wholesalers	Wholesalers		It has only one point of sale and more than 100 tons/month
Distributor	Wholesalers	Importer		
Distributor	Wholesalers	Trader		Only cellar, and no point of sale
Distributor	Large Surfaces	Large Surfaces		Example: Sodimac
Distributor	Hardware store	Large Surfaces		Between 15 and 100 tonnes/month
Distributor	Hardware store	Medium		Between 10 and 15 tonnes/month
Distributor	Hardware store	Small		Less than 10 tons/month
Builders	Houses	Large		More than 10 tons/month
Builders	Houses	Medium		Between 5 and 10 tons/month
Builders	Houses	Small		Up to 5 tons/month
Builders	Infrastructure/Institutional	Large		More than 10 tons/month
Builders	Infrastructure/Institutional	Medium		Between 5 and 10 tons/month
Builders	Infrastructure/Institutional	Small		Up to 5 tons/month
Iron and steel	Iron and steel	Iron and steel		
Industrial	Prefabricator	Prefabricator		
Industrial	Locksmith	Locksmith		
Industrial	Laminator	Laminator		
Industrial	Transformer	Figurer/tights		
Final Consumer	Master of Work	Master of Work		
Final Consumer	Architect/Engineer	Architect/Engineer		
Final Consumer	Final Consumer	Final Consumer		
Final Consumer	Agricultural	Agricultural		

### 5. NEGOTIATION INFORMATION

#### 5.1 PRODUCT INFORMATION (Only for Suppliers)

<b>Activity:</b>	Supplier	Distributor	Consultant	Services	Another	Which one?
<b>Description of the Product or Service You Offer:</b>						

#### 5.2. CONDITIONS

<b>Payment method in days:</b>	60	90	Other		<b>Order Delivery (days)</b>	Immediately	8	30	but of 30
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#### 5.3 ADDITIONAL DATA

<b>Quality Certifications</b>	Yes	No	Which one?		<b>State</b>	Doesn't Have	Certified	In Process
<b>Additional Services or Guarantees</b>	Yes	No	Which one?		<b>Special Features</b>	Marketing Supplier (Retail)		

## 6. DECLARATIONS AND AUTHORIZATIONS

**I declare its own name**

**Or on behalf of the entity I represent**

**Consultation and use of information:** That I expressly and unequivocally accept and authorize SIDERURGICA DEL OCCIDENTE SAS., so that on my own behalf and / or through third parties, by electronic or informative means, verify the information contained in this format in public databases.

**On the Protection of Personal Data:** By registering my personal data in this form, I expressly authorize SIDOC SAS, including its managers or managers, to collect, use, archive, store, process, share, transmit and / or transfer my personal data for statistical, commercial, marketing, advertising, financial management, accounting and / or portfolio management purposes, as well as to contact me to offer products and / or services, all in accordance with the law. I declare that I have been informed of the use that will be made of my personal data, that this information may be transmitted to third parties in charge or responsible for the handling of personal data or transferred to third countries that meet the minimum requirements on data protection established by law for your treatment and that I have accepted it freely and spontaneously. Likewise, I declare that the information provided is complete, truthful, exact and verifiable and that at any time I will be able to update it, rectify it, know it or request its deletion in accordance with the current regulations applicable to the mail Protecciondedatos@sidocsa.com or in the option contact us at our website www.sidocsa.com

### COMPLIANCE STATEMENT

The undersigned, acting on his own behalf or on behalf of the legally constituted legal entity on a voluntary basis and certifying that everything stated herein is true, made the following statement of legal origin of funds to SIDERURGICA DEL OCCIDENTE SAS SIDOC SAS and / or anyone who represents their rights, with the purpose of complying with what is stated in this regard by the Current Basic Legal Circular issued by the Superintendency of Companies, Law 1778 of February 2, 2016 Anti-bribery and other concordant legal regulations, for the opening of the contractual relationship in the ordinary course of our economic activity, I also declare that the origin of my resources comes from a licit activity according to national and international regulations against the prevention of money laundering and the anti-bribery law according to the economic activity manifested, I also (we) commit (fear) to update any type of modification of the data enshrined in this format or in the Linkage form

### REPORT AUTHORIZATION AT RISK CENTRES

I certify (masters) the veracity of the information related in this application and authorize SIDOC SAS for its verification and for statistical purposes and commercial information, obtain from any source and report to the Risk Centers, the emergence, modification, non-compliance and extinction of obligations contracted before or after this contract and especially, the existence of unpaid debts or the improper use of financial services; This authorization includes not only the power to report, process and disclose but also to request information about my business relationships with any entity. **IF** \_\_\_ **NOT** \_\_\_

### Other Statements

I authorize (masters) to resolve any agreement, benefit, subsidy, business or contract entered into with SIDOC SIDERURGICA DEL OCCIDENTE SAS, its legal representatives, administrators and directors, from any liability arising from erroneous, false or inaccurate information that I / we would have provided.

In proof of having read and accepted the previous declarations and authorizations, I sign this document

**Name:** \_\_\_\_\_  
**Representative Legal Name**

**Company:** \_\_\_\_\_

**Identity document:** \_\_\_\_\_

**SEAL OR FOOTPRINT**

## 7. SPACE TO BE STAGED BY THE COMPANY

### 7.1 CONDITIONS (Exclusive space for the authorized area of the Sale)

Manifesto that I have applied the due diligence controls implemented by the company, among them the verification in restrictive lists, eye visit in the cases that apply and correct diligence of the company's formats for the knowledge of the third party according to the policies contained in the SAGRLAFT Manual and that to date the third party does not present situations of legal or reputational type that pose a risk to the Organization according to the above I give my recommendation that commercial relations can be entered into with **SIDOC S.A.S**

Employee submitting to the Supplier or Customer:		Charge:	
Observations:		Ticket Mixel:	

### 7.2 CREDIT QUOTA APPROVAL

Date received			Delivery date			Credit cup analysis result	Term
DD	MM	YY	DD	MM	YY		
<b>Responsible Portfolio Firm</b>							
Date received			Delivery date			Credit Quota reconsidered	Term
DD	MM	YY	DD	MM	YY		
<b>Responsible Signature</b>							