**Sample Beneficial Ownership Declaration Form**

*The following provides a beneficial ownership declaration that a company could be required to fill out when bidding for government contracts and/or as part of the contract itself.*

Please complete the following information and submit the same with your bid. You are hereby advised that signing and submitting a false Beneficial Ownership Declaration [may/will] lead to (a) exclusion of your bid from the bidding process (b) if discovered after the bidding process, cancellation of your contract and any payments due or due and payable thereunder, or (c) disqualification of the signatory and the Bidder from bidding on future contracts with [xx] government or an organ thereof.

Name of Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Is Bidder a natural person?

Yes\_\_\_\_\_\_ (Stop here. Sign at the Bottom)

No\_\_\_\_\_\_ (Continue to Question 2)

1. Is Bidder listed on a stock exchange?

Yes\_\_\_\_\_ If yes, Name of Exchange\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Registration Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

No\_\_\_\_\_\_ (Continue to Question 3)

1. Please provide the name(s) and address(es) of the Beneficial Owner(s)[[1]](#endnote-1) of the Bidder below. Attach additional pages if necessary.

1.

2.

3.

4.

5.

1. Beneficial Owner means the natural person(s) who ultimately own or control the Bidder on whose behalf a transaction or activity is being conducted. A “natural person” is a human being. The Beneficial Owner shall at least include:

In the case of corporate entities, including corporations, limited liability companies and partnerships: The natural person(s) who ultimately owns or controls the legal entity through *direct* or *indirect* ownership or control over [5%] or more of the shares or voting rights of that legal entity, [including through bearer shares or holdings].

In the case of other legal arrangements or entities, such as trusts and foundations, which administer and distribute funds:

Where the future beneficiaries have already been determined, the natural person(s) who is the beneficiary of more than [5%] or more of the property of such legal entity; or

Where the individual(s) that benefit from the legal arrangement or entity have yet to be determined, the class of persons in whose main interest the legal arrangement or entity is set up or operates; and

The natural person(s) who exercises control over [5%] or more of the property of a legal arrangement or entity.

NOTE: Created by Global Financial Integrity as an example of a form that could be used in procurement/bidding processes. [↑](#endnote-ref-1)