COMMERCIAL FINANCE LAUNCH PROGRAMME · ONBOARD AND FACT-FIND

# Client onboarding and fact-find pack

A Terms of Business checklist, a structured fact-find, a document list, and the customer due diligence steps in one flow.

## 01 Issue and sign your Terms of Business

The commission disclosure wording comes from Get Compliant, not this pack.

**Terms of Business issued and signed by e-signature?**

**Commission disclosure included, per your compliance owner?**

## 02 Complete the fact-find

**The business, the need, and the numbers captured**

**The security and the timeline recorded**

## 03 Documents and due diligence

Regulated deals: follow your network's current AML rules, not this pack.

**Documents collected via the secure portal against your product-line checklist**

**AML and customer due diligence checks done and recorded**

PREFER THIS DONE FOR YOU?

**Want a client portal that runs onboarding and document collection?**

It's one of the things we build — hand it over and skip the DIY. · digitalroyalty.co.uk

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