

SAMPLE DUE DILIGENCE CASH TRANSACTION RECORD
Criminal Justice (Money Laundering and Terrorist Financing Act) 2010 & 2013

Part 1 Name and details of person making the cash payment for goods

Date of transaction

Fullname

Home address

Is this customer known to the business? Yes No

If yes, how is this customer known to the business?

Part 2 Details of the cash payment or series of linked payments

Description of goods purchased

Amount and currency

Source of funds

Denominations of notes (eg 5 x €500)

Condition of notes
(Banded/wet/evidence of discolouring)

If notes are banded please record the Bank name and branch and the date on the band

Part 3 Beneficial owner details (if person making payment is not the ultimate or intended owner) A copy of I.D. for this individual is also required

Fullname

Home address

Part 4 Customer Due Diligence (CDD)

Has CDD been carried out? Yes If a trader please supply TAN number in box below

Is a copy of I.D. attached? Yes

Is a copy of sales transaction attached? Yes

If the transaction is for a car sale is a copy of the vehicle order form attached? Yes

Signed on behalf of company