

# CHECKLIST for the RV Appointment

- \_\_\_ My name is \_\_\_\_\_ (Breathe!)
- \_\_\_ 2 IDs: Driver's License & \_\_\_\_\_
- \_\_\_ Proof of Residency (2 utility type bills with your address on your DL)
- \_\_\_ Foreign Currency &/or Zim Bonds/Notes
- \_\_\_ Humanitarian Projects Summaries (+ 1 copy for them)
- \_\_\_ Blue ink Pens & Paper to sign documents & take notes
- \_\_\_ Current Bank Account number & Routing # for Wealth Manager and Advisory Team
- \_\_\_ Amount of \$ needed in cash immediately if available.
- \_\_\_ Receipts for currency (probably not needed)
- \_\_\_ Power of Attorney and all paperwork for someone else if you are exchanging for them.
- \_\_\_ List of Cashier's Check Recipients if available
- \_\_\_
- \_\_\_
- \_\_\_
- \_\_\_
- \_\_\_

*Enjoy the process & thank God for choosing & trusting you!*  
*Get Copies / Receipts / Business Cards for everything/one!*  
*Ask: Who will have direct access to my info?*  
***Make it NON-testing and training & not available online or off the internet until you meet with your Team.***

**My Info**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

RV email: \_\_\_\_\_

Trust Name: \_\_\_\_\_

Trustee Tel.#: \_\_\_\_\_

Trust EIN: \_\_\_\_\_

Bank: \_\_\_\_\_

Checking: \_\_\_\_\_

Savings \_\_\_\_\_

Account # \_\_\_\_\_

Routing # \_\_\_\_\_

**Questions / Reminders**

\_\_\_ May I please have one of your business cards?

(If no card, write it down including position)

\_\_\_ I'll need printed receipts of all transactions done today

\_\_\_ May I see the screen you're looking at? Back screen please.

**EXCHANGE/REDEMPTION**

1\_\_ Please sign off on each Form of my Currency/Zim Bonds

2\_\_ Real-time, on-site verification of Currencies/Zim Bonds

3\_\_ Instant deposit credit – no holds

4\_\_ Reported Back Screen Rates and Contract Rates:

Dinar/Dong: Default - Dong \$\_\_\_\_\_ Dinar \$\_\_\_\_\_

Contract - Dong \$\_\_\_\_\_ Dinar \$\_\_\_\_\_

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Zim Walk Away-\$\_\_\_\_\_ per Million, High \$\_\_\_\_\_

(Sliding scale from 1:1 down to as needed for projects)

**GENERAL**

\_\_\_ Is this a taxable event?

\_\_\_ Clean & Clear Certificates for each exchanged currency and Zim \_\_\_ Proof of Funds letters if needed for specific purchases

\_\_\_ POD forms – Do now?

\_\_\_ QFS funds in name of Trust?

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**NDA (Non-Disclosure Agreement)**

1\_\_ Form needed? Can I have a copy please? A blank copy also?

2\_\_ Addendum of exempt from NDA persons

3\_\_ Is my future Wealth Team automatically covered w/o a form?

**BANKS**

- Do I make separate accounts for Zim & currency?
- Can sub accounts be in the QFS or must they be in a bank
- Does the bank have any access to my money if in their bank
- Is there a bank fee for facilitating transaction
- If so, is the bank's fee negotiable
- Starter Checks?            Debit card?
- Pre-loaded cards: Max. # of cards? \_\_\_\_\_ Max. \$? \_\_\_\_\_
- Lost/stolen card protection?
- Extra Insurance above FDIC?
- Perks?
- No Bank Power of Attorney on anything
- My account info will remain inaccessible for any reason including teaching or training online or offline & only visible to top bank officers approved by me.