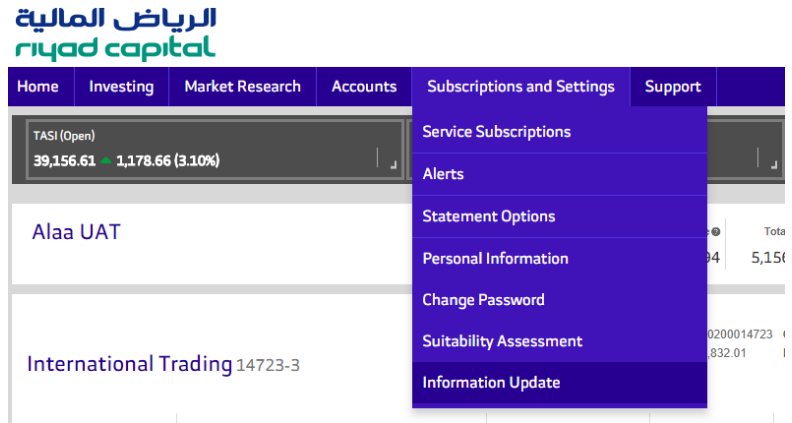


Information Update manual through Riyadh Capital Online

To update your information through Riyadh Capital Online, please follow the steps:

- Navigate to “Subscription and Settings” from the main menu
- Then click on “Information Update”



As shown in the below screenshot, updating customer information will go through four steps. The first step is for basic customer information (Basic & Employment), then the Investment details. After that, Client Suitability and the last step is to review the information.

Basic & Employment (1/3)

The screenshot shows the 'Basic & Employment (1/3)' form. The form is divided into several sections. The first section is 'Hello Ahmad Ahmad,' followed by a message: 'Please click here to view your primary details. We would like you to kindly provide the rest of the required information.' The form contains the following fields:

- Education level ***: A dropdown menu with 'Diploma' selected.
- Country of Birth**: A dropdown menu with 'Germany' selected.
- Do you have an additional Nationality?**: Radio buttons for 'Yes' and 'No', with 'No' selected.
- FATCA Information**: A section with a question 'Are you a Tax payer in another country?' and radio buttons for 'Yes' and 'No', with 'No' selected.
- Marital Status ***: A dropdown menu with 'Married' selected.
- City of Birth**: A text input field with 'Amman' entered.
- No. of dependents ***: A text input field with '0' entered.
- E-Signature**: A text input field with 'Ahmad Ahmad' entered.

Below these fields, there are three expandable sections for addresses: 'Address Information (Correspondence Address)', 'Work Address', and 'Outside KSA Address'. At the bottom of the form, there are two buttons: 'Next' and 'Cancel'.

Information Update manual through Riyad Capital Online

Below are the customer details fetched from Riyad Bank system

Basic Information

Title	Mr.	First Name	Ahmad
Father Name	Ahmad	Grandfather Name	Adhmad
Family Name	Ahmad	DOB	01/10/1988
Nationality	Saudi Arabia	ID Type	Unknown Id Type
ID Number	2458992811	Issue Date	10/10/2015
Expiry Date	10/10/2020	Place Of Issuance	ابها
Mobile	9660540000000		

Please visit the branch if you wish to change any of the above data.

Basic & Employment (2/3)

Basic & Employment 2/3 | Investment Details | Client Suitability | Review

Employment Status * Employed	Specify Employment Status 	Employer * بنك
Position * Private Sector Employee	Duration of Service * 0 - 10 yrs	Monthly Income * ① 15000
Annual Income * ① < SAR 1 Million	Net Wealth * ① > SAR 3 Million and < SAR 4 Million	Others Source of Income
Source of Income * ① Job	Business Source of Income 	Others Source of Wealth
Source of Wealth * ① Saving	Business Source of Wealth 	

Next **Back** **Cancel**

Information Update manual through Riyadh Capital Online

Basic & Employment (3/3)

Basic & Employment 3/3 Investment Details Client Suitability Review

Are you a member of the Board of Directors or an official in companies listed in the Saudi market? *

Yes No

Do you work, have worked, seeking or candidate to fill any senior civilian position in the government (Minister, Deputy Minister, Diplomat) or any government company (CEO, Board Member, General Manager)? *

Yes No

Do you have a close relative with (Husband/ Wife, Father/Mother, Son/Daughter, Brother/Sister) who have a direct relationship with (Consultant or Deputy) or fill any senior civilian position in the government (Minister, Deputy Minister, Diplomat) or any government company (CEO, Board Member, General Manager)? *

Yes No

Next Back Cancel

Investment details

to select the current customer investment along with the corresponding amounts

Basic & Employment 3/3 **Investment Details** Client Suitability Review

Current Investment Portfolio Details

Please select your current investments and enter the corresponding amounts. The total will be calculated automatically.

Please select your current investments

Select

<p>Stocks * </p> <p>Enter your Investment amount</p> <input type="text" value="768"/>	<p>Foreign Currencies * </p> <p>Enter your Investment amount</p> <input type="text" value="101"/>
--	--

Total: 869.00 SAR

Next Back Cancel

Information Update manual through Riyadh Capital Online

Client suitability

Basic & Employment 9/3 Investment Details Client Suitability Review

How is your Investment knowledge and Experience? * Limit Good Excellent

How Risk taking are you? * Low Medium High

Please distribute the risk percentage of your ideal investment portfolio. The total percentage must be equal to 100% *

Risk Percentage for :

Debt Instruments (Bonds) % Investment Funds % Trade Financing %

Total: 100% ✓

What are your Investment Objectives? * Capital Protection Income Capital Appreciation Balance

What are your favorite Investment Assets? * Assets in Foreign Currencies Assets in SAR

What is the expected number of monthly transactions? *

What is the maximum expected value of total transactions per month in SAR? *

[Next](#) [Back](#) [Cancel](#)

The last page is to review all the entered/fetched details and then submit to update the information after investment account T&C agreement

Basic & Employment 9/3 Investment Details Client Suitability Review

Please review all the information carefully before submitting

Basic & Employment

Investment Details

Client Suitability

I hereby confirm that I have read and accepted the terms and conditions of the investment account.

[Submit](#) [Back](#) [Cancel](#)

Thank You!

Dear Mr. Ahmad Ahmad, your request for KYC Update has been submitted successfully.

[Print](#) [Download](#) [Go to Home](#)