



**SPECIAL CONTROL UNIT AGAINST MONEY LAUNDERING  
(SCUML)**



**SCUML REGISTRATION GUIDELINE FOR DNFI's**

Visit SCUML website [www.scuml.org](http://www.scuml.org). Click on the tab "Online Registration". Fill the registration form and attach the following documents based on your line of business as listed below:

**1. DEALERS IN JEWELLERY**

**LIMITED LIABILITIES**

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

**BUSINESS NAME**

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

**2. DEALERS IN LUXURY GOODS**

**LIMITED LIABILITIES**

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

**BUSINESS NAME**

- Certificate of Incorporation
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### **3. CAR DEALERS**

#### **LIMITED LIABILITIES**

- Certificate of Incorporation
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- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### **BUSINESS NAME**

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### **ADDITIONAL REGISTRATION REQUIREMENT**

- Evidence of Registration with Association of Motor Dealers of Nigeria (AMDON)

### **4. HOTELS AND HOSPITALITY BUSINESS**

#### **LIMITED LIABILITIES**

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### **BUSINESS NAME**

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
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#### **ADDITIONAL REGISTRATION REQUIREMENT**

- Registration with Hotel Owners Forum Abuja (HOFA) or
- Nigeria Tourism Development Corporation (NTDC)



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### 5. SUPERMARKET

#### LIMITED LIABILITIES

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### BUSINESS NAME

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

### 6. CASINOS, POOL BETTING & LOTTERY BUSINESSES

#### LIMITED LIABILITIES

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### BUSINESS NAME

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### ADDITIONAL REGISTRATION REQUIREMENT

- License from the National Lottery Commission



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### 7. AUDIT FIRMS

#### LIMITED LIABILITIES

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### BUSINESS NAME

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### ADDITIONAL REGISTRATION REQUIREMENT

- Professional certificate with ICAN or ANAN or ACCA

### 8. TAX CONSULTANTS

#### LIMITED LIABILITIES

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### BUSINESS NAME

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### ADDITIONAL REGISTRATION REQUIREMENT

- Professional certificate with ICAN or ANAN or ACCA or CITN



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## **9. ACCOUNTING FIRMS**

### **LIMITED LIABILITIES**

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

### **BUSINESS NAME**

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

### **ADDITIONAL REGISTRATION REQUIREMENT**

- Professional certificate with ICAN or ANAN or ACCA

## **10. ESTATE SURVEYORS AND VALUERS**

### **LIMITED LIABILITIES**

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

### **BUSINESS NAME**

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

### **ADDITIONAL REGISTRATION REQUIREMENT**

- Nigerian Institution of Estate Surveyors and Valuers (NIESVs), or Nigeria Institute of Quantity Surveyors Certificate (NIQS)



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## **11. REAL ESTATE DEALERS**

### **LIMITED LIABILITIES**

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

### **BUSINESS NAME**

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

### **ADDITIONAL REGISTRATION REQUIREMENT**

- REDAN Certificate

## **12. MECHANIZED FARMING**

### **LIMITED LIABILITIES**

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

### **BUSINESS NAME**

- Certificate of Incorporation
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- Tax Identification Number (TIN)
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### **13. CONSTRUCTION COMPANIES**

#### **LIMITED LIABILITIES**

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### **BUSINESS NAME**

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### **ADDITIONAL REGISTRATION REQUIREMENT**

- COREN Membership Certificate or Nigerian Society of Engineers Membership Certificate etc

### **14. MORTGAGE BROKERS**

#### **LIMITED LIABILITIES**

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

#### **BUSINESS NAME**

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN) BVN, Bank Name and Account Number



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**15. CONSULTING COMPANIES**

**LIMITED LIABILITIES**

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

**BUSINESS NAME**

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

**ADDITIONAL REGISTRATION REQUIREMENT**

- Relevant Consulting certificate

**16. CLEARING & FORWARDING COMPANIES**

**LIMITED LIABILITIES**

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

**BUSINESS NAME**

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

**ADDITIONAL REGISTRATION REQUIREMENT**

- Evidence of registration with Nigeria Ports Authority (NPA)





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**17. DEALERS IN PRECIOUS STONES AND METALS**

**LIMITED LIABILITIES**

- Certificate of Incorporation
- Memorandum and Articles of Association
- Form CAC 1.1 (CAC 2 and CAC 7 FOR OLD REGISTRATION)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

**BUSINESS NAME**

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

**ADDITIONAL REGISTRATION REQUIREMENT**

- Exploration License/permit (Ministry of Solid Minerals)
- License from a Certified Geologist
- For Exporting: Nigerian Export Promotion Council (NEPC)
- For Importing: Nigerian Investment Promotion Commission (NIPC)

**18. LAW FIRMS**

**BUSINESS NAME**

- Certificate of Incorporation
- Form BN-01 (Proprietor's Particulars)
- Tax Identification Number (TIN)
- BVN, Bank Name and Account Number

**ADDITIONAL REGISTRATION REQUIREMENT**

- Call to Bar Certificate or Legal Practicing certificates



## SPECIAL CONTROL UNIT AGAINST MONEY LAUNDERING (SCUML)



### **19. NON-PROFIT ORGANIZATIONS (NPOS):** NPOs are made up of

- i. Charitable / Humanitarian Organizations
  - (a) International
  - (b) Local
- ii. Religious Organizations
- iii. Associations/Clubs/Societies

### **TRUSTS/NGO**

- Certificate of Incorporation/Registration
- Incorporation of Trustees or CAC7 and CAC 2
- Identification of Trustees with a valid means of identification
- Constitution/Memorandum & Articles of Association
- Tax Identification Number (TIN) or Tax Exemption
- Particulars of Settlers
- Particulars of Protector (if any)
- Copy of cooperation Agreement (For international NGOs)
- Trust Deed Agreement
- BVN, Bank Name and Account Number

### **RELIGIOUS ORGANIZATIONS**

- Certificate of Incorporation/Registration
- Incorporation of Trustees
- Identification of Trustees with a valid means of identification
- Constitution
- Tax Identification Number (TIN) or Tax Exemption
- Letter of Authority from the General Overseer of the church
- Details of other activities engaged in (Charities/Humanitarian activities)
- BVN, Bank Name and Account Number

### **ASSOCIATION/CLUBS/SOCIETIES**

- Certificate of Incorporation/Registration
- Copy of Constitution/Bye-Laws etc
- Particulars of the trustees
- Reliable means of Identification of at least two of the trustees
- Tax Identification Number (TIN) or Tax Exemption
- BVN, Bank Name and Account Number

**SCAN AND UPLOAD ALL REQUIRED DOCUMENTS IN A SINGLE FILE USING PORTABLE DOCUMENT FOLDER (PDF), ATTACHMENT MUST NOT EXCEED 2MB OR 2000KB. For further enquiries: 08186886219, 08183754112. Email: [helpdesk@scuml.org](mailto:helpdesk@scuml.org)**