



RIGHT *from the* START



PFD



RIGHT *from the* START



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PATRIOT ACT

PFD
KNOW YOUR CLIENT
KYC



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This memorandum was created to assist our membership to understand the subscription process with our intention to launch our relationship "Right from the Start." Now that you have indicated that you want to be part of our family of investors, we think it important that you know what will happen as we navigate the subscription process. This document should help.

Now that you have secured an allocation within the PFD family

- Our staff will contact you to verify your directive and gather vesting information.
- Confirm the investment amount.
- Confirm how you wish your position in the fund to be titled or (vested).
- If as an individual, then the basic questions like legal name, address, tel, email, DOB, SS#, education and occupation.
- If titling as a JTWROS:
 - then the same as above, on all the joint tenants of the JTWROS.
- If titling as a Trust, LLC, Corp or other like type entity:
 - then all the above, and a couple additional items like the following:
 - a copy of the articles of formation for that entity,
 - the employer Identification number (EIN).
 - a Corporate Resolution (our staff can prepare this document if requested)
 - If titling as an IRA or some other Qualified Plan, then all the above, plus:
 - a copy of the current or resigning custodian's most recent monthly statement showing the vested name, account number, and contact information requisite for processing a Transfer of Capital Request Form.

Documentation preparation

- Our staff will prepare documents required to affect your trade. This will require maybe 10, or 15 minutes over a telephone call.
- There is a need for PFD to prepare a document referred to as a TOD or Transfer On Death. This is a serious matter to our staff. We have been at this for some time, and we have unfortunately lost a few of our members due to death and/or incapacitation. We remain committed to our members and their families, especially in their time of need, and this document helps our staff to perform at the highest level.

Documentation delivery

- PFD staff will prepare all documents required for your subscription and then send them to you ready to for signature, using DocuSign or FedEx.

Know Your Customer/Know Your Client/Accreditation Verification

- At the initial application, you will receive an email from ParallelMarkets.com, our third party Anti-Money Laundering and Know Your Customer partner. With this email, you will be guided through the AML, KYC & Investor Accreditation verification process.



Funding & Subscription, if funding with 'Non-Qualified' capital (these are non-IRA transactions).

- PFD Staff creates the subscription package for the new allocation, including:
 - Subscription Application/Agreement (or Welcome Application)
 - an Investor Suitability Questionnaire (or SQ)
 - a W9
 - a Schedule A
 - the Operating Agreement (located within the company corporate document folder)
- will also provide you with Wire Instructions, or a FEDEX Shipping label.

Funding & Subscription if funding with 'Qualified' capital (these are IRA type transactions).

In transactions where the investor chooses to use 'Qualified' funds or capital from an IRA, PFD staff will create custodial documents in addition to the subscription document used with 'Non-Qualified' capital. Additional documents can include:

- An IRA Application
- Transfer Request Form
- An Investment Authorization (or Direction of Investment DOI form)
- In this group, the investor will identify beneficiary information

Confirmation.

- PFD staff will send subscription documents to the investor using a DocuSign email envelope.
 - Watch your email for an email from docuSign.com.
- Once the investor has authorized the docuSign by following the simple directions within the email, the fund manager will counter sign and proceed with processing the transaction.

Then what happens?

- Once funded and countersigned, PFD staff will create digital copies of the subscription documents, marry them to the funding verification, and load those copies into the investor CRM located online at **Investor.pfdcap.com**, then send a Welcome aboard letter to the investor.
- The investor will be directed to log in at **Investor.PFDcap.com** to activate the CRM and create a password.

What to expect going forward.

PFD staff are always available to assist with any questions, comments or needs you might ever need help with. **Investor.PFDcap.com** is available 24/7/365 for your convenience.

- Quarterly
 - At the end of the calendar quarter, PFD staff will prepare a quarterly report with financial results and commentary on operations and on the special purpose entity to which you are subscribed.



- That Quarterly Report will become digitized and loaded into your investor CRM, and a hard copy will be mailed to your designated address.
- Then you will be contacted by telephone for a brief conversation. This is where we learn how best to serve you, your family, your friends, and any people to whom you may have referred PFD. We will verify your directives for your quarterly earnings, verify your contact information, and generally continue to stay close to you as an investor, and most importantly, as family.
- Annually
 - At the end of the calendar year, PFD staff will prepare a Q4 quarterly report with financial results and commentary on operations, and on the special purpose entity to which you are subscribed.
 - That Quarterly Report will become digitized and loaded into your investor CRM, and a hard copy will be mailed to your designated address.
 - Upon completion of the annual third-party audit of the primary vendor to your program, PFD staff will load a digitized copy of the audit report to your investor CRM.
 - TAX STATEMENTS: PFD staff will send K1 Tax forms directly to the investor, and archive those statements to the CRM at Investor.PFDCap.com.

Always and Forever

PFD staff is committed to your satisfaction. This commitment is always and forever, therefore we would appreciate any recommendations you have that might help us to do the very best for you and your family.

Better Business Bureau (BBB)

<https://www.bbb.org/us/ca/lake-forest/prole/business-consultant/pfd-capital-partners-inc-1126-1000086443/#sealclick>



Investor.PFDCap.com

www.ParallelMarkets.com

PFD has partnered with ParallelMarkets for KYC and AML compliance, and to protect the integrity of our investor community. AML refers to the regulatory processes in place to control money laundering, fraud, and nancial crime, while KYC is the risk-based approach to customer identification and verification that forms part of AML requirements. KYC procedures include CDD (Customer Due Diligence) and EDD (Enhanced Due Diligence).

Know Your Customer (KYC)

KYC means “Know Your Customer”, and sometimes “Know Your Client”. A KYC check is the mandatory process of identifying and verifying the client’s identity when opening an account, and periodically over time. In other words, banks must ensure that their clients are genuinely who they claim to be.

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Anti-Money Laundering (AML)

AML (Anti-Money Laundering) is a term used for fighting money laundering and financial crimes. The fight against money laundering in the world includes all policies, regulations, and laws. These regulations are designed to prevent criminals from hiding illegally obtained money.

PFD Capital Partners, Inc. (PFD)

www.PFDCap.com

Formed in 2017 to manage the affairs of PFD Management LLC, and related entities.

The principals of PFD Capital Partners individually have several decades of experience in project management in and outside the clinical setting.

PFD Capital Partners was formed as the Manager of affiliated and strategic operating entities associated with executing on its initiatives. The PFD team's competencies include deal flow and sourcing, investigations, due diligence, deal structure, legal compliance, private & public accounting, tax preparations & reporting. As well as funding and investing, marketing, technology sales & management, billing & collections, medical sales, on-boarding education, training, monitoring and support, insurance billing, medical operations and medical staff team coordination to name a few.

Additional skills, experiences and competencies have been developed and honed through time as the individual parties have worked together for better than a decade as a team on various projects.





A Parallel Markets Offering

A Simple Guide to Accreditation Verification

Step 1: Are you investing as an individual or entity?

Individual



Income

\$200k individually (or \$300k jointly with a spouse) in each of the two most recently completed calendar years

W2s, 1040s, K-1s or any other IRS tax document demonstrating income in excess of the relevant threshold



Net Worth

\$1 million dollars in individual net worth or joint net worth with a spouse

Bank or brokerage statements, tax assessments, property appraisals plus a credit report from a national reporting agency



Professional License

Maintaining a Series 7, Series 65 or Series 82 license in good standing with a FINRA member firm

Provide your CRD number

Business or Trust



Assets

The business or trust maintains assets or investments in excess of \$5 million

Bank or brokerage statements demonstrating assets/investments held by the business or trust



Ownership

Each owner / grantor of the business or trust is accredited

Each owner / grantor must complete their individual accreditation

All applications will be reviewed within a single business day! Please see our FAQ here for commonly asked questions. You may also reach out to our help desk at help@parallelmarkets.com at any time.

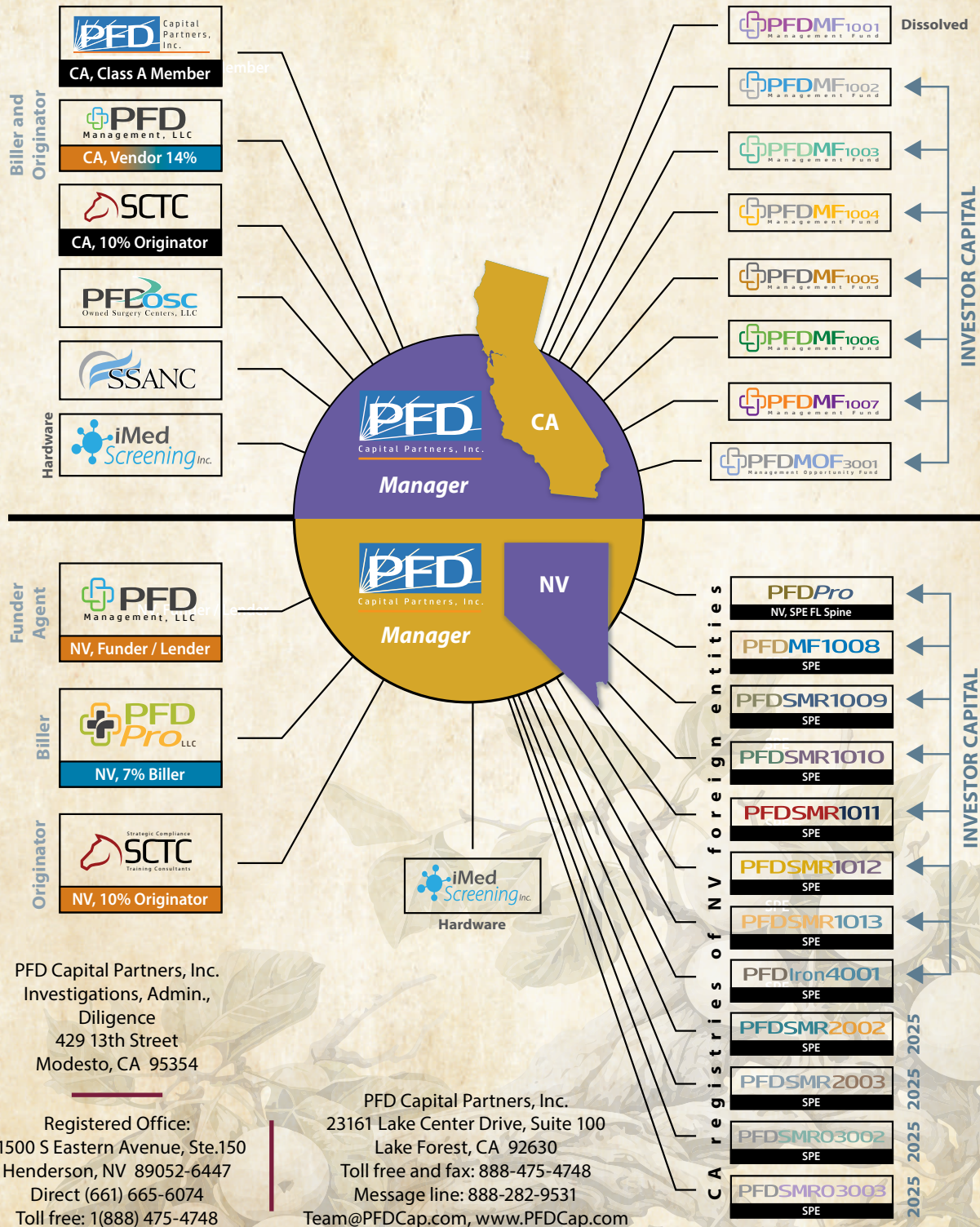
Some Helpful Hints

You may have a lawyer, CPA or SEC-registered investment advisor attest as to your accreditation status in lieu of providing documentation. Simply enter in their contact information, and we will handle the rest.

For the net worth test, the credit report is an SEC requirement. We have to make a determination as to your net worth, that is, assets less liabilities as listed on a credit report from a national reporting agency.

All accreditation letters are valid for 90 days per SEC rules. For income-based verifications, we may be able to automatically issue a new letter after 90 days so long as you provide necessary representations.

PFD FAMILY of COMPANIES



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