

# EMPLOYEE AML TRAINING DOCUMENTATION LOG

Explanation/Training Video Link: [www.northamericanmoneyorder.com/aml](http://www.northamericanmoneyorder.com/aml)

Use this log to record employee training. This form must be kept for five (5) years and will need to be made available at both the annual Independent Review and any examinations made by regulatory personnel. Do not send this form to North American Money Order Company, Inc. (NAMOC) unless instructed to by the NAMOC Compliance Department. Make as many copies of this form as you need or obtain additional ones from NAMOC Compliance Department.

<u>John Smith</u> Employee Signature	<u>John Smith</u> Print Employee Name	<u>Owner</u> Employee Title
<u>2-1-25</u> Date of Training	Training Materials Used: <input type="checkbox"/> Employee Quick Training Guide	<input checked="" type="checkbox"/> Manager Video <input type="checkbox"/> Employee Video <input checked="" type="checkbox"/> NAMOC AML Compliance Guide <input type="checkbox"/> Other: _____

<u>Tom Jones</u> Employee Signature	<u>Tom Jones</u> Print Employee Name	<u>Manager</u> Employee Title
<u>2-1-25</u> Date of Training	Training Materials Used: <input type="checkbox"/> Employee Quick Training Guide	<input checked="" type="checkbox"/> Manager Video <input type="checkbox"/> Employee Video <input checked="" type="checkbox"/> NAMOC AML Compliance Guide <input type="checkbox"/> Other: _____

<u>Bob Clerk</u> Employee Signature	<u>Bob Clerk</u> Print Employee Name	<u>Clerk</u> Employee Title
<u>2-1-25</u> Date of Training	Training Materials Used: <input checked="" type="checkbox"/> Employee Quick Training Guide	<input type="checkbox"/> Manager Video <input checked="" type="checkbox"/> Employee Video <input type="checkbox"/> NAMOC AML Compliance Guide <input type="checkbox"/> Other: _____

<u>Betty Clerk</u> Employee Signature	<u>Betty Clerk</u> Print Employee Name	<u>Clerk</u> Employee Title
<u>2-1-25</u> Date of Training	Training Materials Used: <input type="checkbox"/> Employee Quick Training Guide	<input type="checkbox"/> Manager Video <input checked="" type="checkbox"/> Employee Video <input type="checkbox"/> NAMOC AML Compliance Guide <input type="checkbox"/> Other: _____

<u>Sally Turner</u> Employee Signature	<u>Sally Turner</u> Print Employee Name	<u>Asst Manager</u> Employee Title
<u>4-10-25</u> Date of Training	Training Materials Used: <input type="checkbox"/> Employee Quick Training Guide	<input type="checkbox"/> Manager Video <input type="checkbox"/> Employee Video <input checked="" type="checkbox"/> NAMOC AML Compliance Guide <input type="checkbox"/> Other: _____

<u>Ray Clerk</u> Employee Signature	<u>Ray Clerk</u> Print Employee Name	<u>Clerk</u> Employee Title
<u>5-3-25</u> Date of Training	Training Materials Used: <input checked="" type="checkbox"/> Employee Quick Training Guide	<input type="checkbox"/> Manager Video <input type="checkbox"/> Employee Video <input type="checkbox"/> NAMOC AML Compliance Guide <input type="checkbox"/> Other: _____

_____ Employee Signature	_____ Print Employee Name	_____ Employee Title
_____ Date of Training	Training Materials Used: <input type="checkbox"/> Employee Quick Training Guide	<input type="checkbox"/> Manager Video <input type="checkbox"/> Employee Video <input type="checkbox"/> NAMOC AML Compliance Guide <input type="checkbox"/> Other: _____

_____ Employee Signature	_____ Print Employee Name	_____ Employee Title
_____ Date of Training	Training Materials Used: <input type="checkbox"/> Employee Quick Training Guide	<input type="checkbox"/> Manager Video <input type="checkbox"/> Employee Video <input type="checkbox"/> NAMOC AML Compliance Guide <input type="checkbox"/> Other: _____

_____ Employee Signature	_____ Print Employee Name	_____ Employee Title
_____ Date of Training	Training Materials Used: <input type="checkbox"/> Employee Quick Training Guide	<input type="checkbox"/> Manager Video <input type="checkbox"/> Employee Video <input type="checkbox"/> NAMOC AML Compliance Guide <input type="checkbox"/> Other: _____