

ACCOUNT APPLICATION CHECKLIST

Personal/Individual/Joint Accounts

- Completed and signed Account Opening Application
- Specimen of Signature(s) in the space(s) provided
- Completed Account Activity Information Form
- Current Original Personal Banker's reference
(Account Relationship with the Bank must be older than one year to the date of Account Application. Reference must be current and must be addressed to the Bank or to Ourselves or to WHOM IT MAY CONCERN).
- Notarised copy of current valid passport for picture identification
- Copy of current utility bill listing a physical address for verification of address

Corporate/Companies Accounts

Beneficial owner(s) and Authorized Signatories to the Account(s) are required to provide:-

- Original Personal banker's reference
(Account Relationship with the Bank must be older than one year to the date of Account Application. Reference must be current and must be addressed to the Bank or to Ourselves or to WHOM IT MAY CONCERN).
- Notarised copy of valid passport for picture identification
- Copy of current utility bill listing a physical address for verification of address
- Completed and signed Account Opening Application Form
- Completed and signed Appointment of Bankers Mandate
- Completed Account Activity Information Form

Notarised copies of the following are to be enclosed:-

- Certificate of Incorporation
- Certificate of Good Standing (required annually)
- Memorandum and Articles of Association (with subscribers' seal or stamp).
- Original Board Resolution attesting to beneficial ownership, (bearing corporate seal)
- Registered or bearer shares
- Subscribers' appointment of initial directors and any amendments thereafter

Trust Accounts

Authorized Signatories to the Account(s) are required to provide:-

- Original Personal banker's reference
Account Relationship with the Bank must be older than one year to the date of Account Application. Reference must be current and must be addressed to the Bank or to Ourselves or to WHOM IT MAY CONCERN).
- Notarised copy of valid passport for picture identification
- Copy of current utility bill listing physical address for verification of address
- Notarised picture identification of Settlor, Trustee, Protector and Beneficiary (ies)
- Completed and signed Account Opening Application
- Specimen of Signature(s) in the space(s) provided
- Completed and signed Appointment of Bankers Mandate
- Completed Account Activity Information Form

Notarised copies the following are to be enclosed:-

- Notarised copy of the Trust Deed
- Trustee's Declaration identifying Settlor, Trustee, Protector and Beneficiary (ies) of the Trust
- Purpose of the Trust