

**ACCOUNT OPENING APPLICATION FORM
(FOR COMPANIES REGISTERED UNDER THE COMPANIES ACT No 7 of 2007)**

The Manager
Hatton National Bank Plc
.....

Date:

Account No's:

CIF No:

(Please complete all details in CAPITAL LETTERS and mark (X) where applicable)

The Directors of the under mentioned Company request you to open the following account/s in the name of the under mentioned Company.

Current Account Savings Account Foreign Currency/Others Currency

DETAILS OF THE COMPANY

Name of the Company

Registered Address

Company Registration No

Telephone No's Fax No's

E-mail Address

Communication Address
(If different from Registered address)

REQUIREMENT FOR ACCOUNT STATEMENT

Mode of Collection E Mail Post

Frequency Monthly Weekly Daily (Weekly & Daily statements by Post subject to tariff)

INTERNET BANKING

Please provide Internet Banking (Separate application to be submitted)

In pursuance of this request, the following documents are submitted herewith –

1. Certified copy of Certificate of Incorporation. (if not already available with the Bank)
2. Certified copy of the Resolution passed by the Board of Directors regulating the opening of account, authorized signatories and other matters incidental thereto.(Specimen given below)
3. List of Directors duly certified by the Registrar of Companies (Form 1/Form 40/Form 20) along with certified copies of the National Identity Card of the Directors. (if not already available with the Bank).
4. Certified copy of the Articles of Association (if not already available with the Bank).
5. Certified copies of NICs of the Directors and authorized signatories
6. KYC form (AML – 2) duly completed / signed by all directors ,individually (If not already available with the bank)
7. KYC form (AML – 1(C)) duly completed /signed by the authorized signatories (If not already available with the bank)
8. Certified copy of the Export Development Board Certificate.(If a Foreign Currency Account) (If applicable)
9. Certified copy of the National Gem & Jewelry Authority Certificate. (If a Foreign Currency Account) (If applicable)
10. Valid documentary evidence of Suppliers of input for exports/professional services providers/foreign employment agencies. (If a Foreign Currency Account) (If applicable)
11. Certified copy of the approval document of the Controller of Exchange for Special Foreign Currency Accounts. (If applicable)
12. Certified copy of any license issued by a regulatory authority to carry on the business of the company (If applicable)

We authorize the Bank to act on the instructions of the persons empowered by the below/attached Board Resolution and hereby certify that the information provided above and in the attached annexure are true and correct.

If for any reason the Bank is informed of a dispute amongst the Directors/ Governors of the Company, any incorporated body or corporation in relation to the operation of any account opened at any branch of the Bank, the Bank has a right to limit or fully cease the operations of the account under dispute until such time the dispute is resolved to the satisfaction of the Bank.

We hereby confirm having received a booklet containing the General Terms and Conditions applicable for Customer Accounts, Dealings and Transactions of Hatton National Bank PLC applied for by this application form (which together with the terms and conditions of this application shall constitute our contract with the Bank) and having read and understood/ explained and understood, signed this document in agreement thereof and in acceptance of all such Terms and Conditions.

DETAILS OF DIRECTORS/AUTHORISED SIGNATORIES

FULL NAME	DESIGNATION	NIC/PP NO.

Signature

 DIRECTOR

Signature

 DIRECTOR/COMPANY SECRETARY

(To be signed on the Company Rubber Stamp)

Board Resolution – (if a separate resolution suitably incorporating the below mentioned conditions is not attached)

We hereby certify that the following resolution of the Board of Directors of (1)..... was passed at a meeting of the Board held on the (2)..... and has been duly recorded in the Minute book of the said company;

“RESOLVED:

1. That an account/accounts in the name of (1)be opened with Hatton National Bank plc at its.....branch, and the account opening application to be signed by two directors or a director and the company secretary.
2. That the Bank be instructed to honor and debit to the Company’s account or accounts whether in credit or overdrawn or becoming overdrawn in consequence of any such debit, all cheques or other orders signed, bills accepted and promissory notes made on behalf of the Company, provided that they are signed, accepted or made by (3).....
- (A certified document incorporating the specimen signatures of the authorized signatories, signed by two directors or a director and the company secretary on the company rubber stamp, is attached)
3. That this resolution be communicated to the Bank and remain in force until an amending resolution shall be passed by the board of directors, and a copy thereof, certified by the Chairman of the meeting or/and the Company Secretary, shall be forwarded to the Bank.
4. That the Bank be informed of any changes which may occur from time to time in the directors and other authorized officers of the Company.”

Signature

 DIRECTOR

Signature

 COMPANY SECRETARY

(To be signed on the Company Rubber Stamp)

(1)Insert name of the Company ; (2)Insert date of the meeting ; (3)Insert the combination of signatures and their descriptions eg .“Any two directors” or otherwise as may be required by the Articles of Association.

BANK USE ONLY Account opening documents scrutinized and found to be in order SIGNATURE & Ref. No. Date		MIS Codes Subsector Code <input type="text"/> Industry Type <input type="text"/> Occupation Code <input type="text"/> BASLE Code <input type="text"/> Account Type <input type="text"/>		Sector Code <input type="text"/> 	
AUTHORISED OFFICER		DATA CHECKED BY SIGNATURE & REF NO.		AUDITED BY SIGNATURE & REF NO.	AUTHORISED TO OPEN CURRENT ACCOUNT SIGNATURE & REF NO. BRANCH MANAGER/ DESIGNATED A CLASS OFFICER