

Documents required		
We forward herewith the following documents relevant to the account opening request (Tick '✓' as appropriate)	Enclosed	Not Applicable
Certified Copy of Certificate of Incorporation		
Certified Copy of Application for Registration of a Company (Form – 1) or Application for Registration of an Existing Company (Form – 40)		
Certified Copy of Form – 20 (Change of Directors / Secretary and Particulars of Directors / Secretary)		
Certified Copy of Form – 13 (Change of Registered Office Address, if any)		
Certified Copy of Articles of Association		
Certificate to commence business (for Public Quoted Companies)		
Certified Copy of Board Resolution authorizing the opening of the account and Authorized Signatories (as per the format provided)		
National Identity Card / Driving License / Valid Passport copies of all Directors and Authorized Signatories		
Company KYC Form		
Individual KYC Forms of all Directors		
List of Authorized Signatories with specimen signature		
Latest Audited Accounts, if available		
Certified Copy of Form - 44 (Full address of the registered or principal office of a company incorporated outside Sri Lanka and its principal place of business established in Sri Lanka)		
Certified Copy of Form - 45 (List and particulars of the Directors of a company incorporated outside Sri Lanka with a place of business established in Sri Lanka)		
Copy of the Board of Investment Agreement if a Board of Investment approved company		
Copy of the Export Development Board (EDB) approved letter if EDB approved company		

We authorize the Company to action the instructions of the persons authorized by the attached board resolution to operate the account and hereby certify that the information provided above and in the annexure hereto are true and correct.

We hereby confirm that copies of the General Business Conditions and other terms and conditions of the Company applicable to the product(s)/ service(s) which we have applied for hereunder together with the details relevant to such product(s)/service(s) were given and explained to us before signing hereof and we have read and understood the detailed terms and conditions therein contained and agree and consent to be bound thereby.

Full Name of Director	NIC/ Passport No	Full Signature
1.		
2.		

Mandatory Checks (For Office use only) (Tick '✓' as appropriate)

(1) Documents Required		
<input type="checkbox"/>	(a) Duly filled Account Opening Mandate	
<input type="checkbox"/>	(b) Duly filled Know Your Customer (KYC) Form - Companies	
<input type="checkbox"/>	(c) Duly filled Know Your Customer (KYC) for Directors of the Company	
<input type="checkbox"/>	(d) Required documents to open the account as referred in the Mandate	
<input type="checkbox"/>	(e) List of Authorized Signatories	
(2) Verification and Client Creation		
<input type="checkbox"/>	(a) Name of the Company is in consistent with Certificate of Incorporation	
<input type="checkbox"/>	(b) Registered Address of the Company is in consistent with Form 1, Form 40 or Form 13	
<input type="checkbox"/>	(c) Details of the Individual Directors are entered to the system	
(3) Sanction Screening		
<input type="checkbox"/>	(a) Does the customer or any of its Directors appear in the Sanction List (UNSCR 1373, 1267) or any other alert list.	

Documents Reviewed by..... (Signature)	Emp No <input type="text"/>
Authorized by..... (Signature)	Emp No <input type="text"/>
System Entry	
.....
Input by	Checked by
.....
Activated by	Scanned by

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