

# ACCOUNT OPENING CHECKLIST FOR GBC OR AUTHORIZED COMPANY OR FOREIGN COMPANY

BRN: C07040612

## Mandatory Documents

No.	Document Description	Comments
1	Account Opening Pack duly signed including:	
	(a) Account opening form	<input type="checkbox"/>
	(b) Specimen signature card duly authenticated <sup>3</sup>	<input type="checkbox"/>
	(c) Internet banking form & Internet Banking Resolution (if applicable)	<input type="checkbox"/>
	(d) Eligible Introducer Certificate (if applicable)	<input type="checkbox"/>
	(e) CRS Form (for both entity & controlling person wherever applicable)	<input type="checkbox"/>
	(f) FATCA Form (for both entity & controlling person wherever applicable)	<input type="checkbox"/>
	(g) Call Back Disclaimer Form (including list of authorised person to communicate with the Bank as per section C)	<input type="checkbox"/>
	(h) Security Questionnaires on authorised call back nominees	<input type="checkbox"/>
	(i) Company's Factsheet including Structure Chart	<input type="checkbox"/>
	(j) Declaration of Ultimate Beneficial Owner (UBO) Form	<input type="checkbox"/>
	(k) Source of Wealth Declaration Form	<input type="checkbox"/>
2	Certificate of Incorporation or E-Certificate of Incorporation	<input type="checkbox"/>
3	Certificate of change of name (if applicable)	<input type="checkbox"/>
4	Memorandum & Articles of Association or Constitution (if applicable)	<input type="checkbox"/>
5	Global Business Licence (if incorporated in Mauritius) or any other licence	<input type="checkbox"/>
6	Renewed FSC Receipt (updated to be provided where applicable)	<input type="checkbox"/>
7	Certificate of Good Standing or Incumbency (for companies incorporated more than 1 year)	<input type="checkbox"/>
8	Proof of Company's Registered & Mailing Address	<input type="checkbox"/>
9	Board Resolution authorising its signatories to open and operate the account	<input type="checkbox"/>
10	Duly signed Register of Directors dated less than 1 year	<input type="checkbox"/>

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No.	Document Description					Comments
11	Duly signed Register of Shareholders dated less than 1 year	<input type="checkbox"/>				<input type="text"/>
12	Evidence for:					
	(a) Source of Wealth of UBO and/or any significant Beneficial Owner	<input type="checkbox"/>				<input type="text"/>
	(b) Source of Fund	<input type="checkbox"/>				<input type="text"/>
13	Latest Financial Statements/ Audited Accounts (if incorporated for more than 18 months)	<input type="checkbox"/>				<input type="text"/>
14	KYC Documents on Individual:	Authorized Signatories	Directors	UBO	Significant Shareholders ≥20%	
	(a) Valid Passport or NIC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
	(b) Recent Proof of Address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
	(c) Bank or Professional Reference Letter			<input type="checkbox"/>		<input type="text"/>
	(d) Detailed CV			<input type="checkbox"/>		<input type="text"/>
15	KYC Documents on Corporate:	Director(s)		Shareholder(s)		
	(a) Certificate of Incorporation or E-Certificate of Incorporation	<input type="checkbox"/>		<input type="checkbox"/>		<input type="text"/>
	(b) Certificate of change of name (if applicable)	<input type="checkbox"/>		<input type="checkbox"/>		<input type="text"/>
	(c) Memorandum & Articles of Associate or Constitution (if applicable)	<input type="checkbox"/>		<input type="checkbox"/>		<input type="text"/>
	(d) Certificate of Good Standing or Incumbency (for companies incorporated more than 1 year)	<input type="checkbox"/>		<input type="checkbox"/>		<input type="text"/>
	(e) Renewed FSC receipt (if applicable)	<input type="checkbox"/>		<input type="checkbox"/>		<input type="text"/>
	(f) Proof of Company's registered address	<input type="checkbox"/>		<input type="checkbox"/>		<input type="text"/>
	(g) Duly signed Register of Directors dated less than 1 year	<input type="checkbox"/>		<input type="checkbox"/>		<input type="text"/>
	(h) Duly signed Register of Shareholders dated less than 1 year	<input type="checkbox"/>		<input type="checkbox"/>		<input type="text"/>

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No.	Document Description	Director	Shareholder	Comments
16	KYC Documents on Director/Shareholder if a Trust:			
	(a) Delaration of Trust or Trust deed (Extract acceptable)	<input type="checkbox"/>	<input type="checkbox"/>	
	(b) Identity documents and proof of address of the Settlor, Enforcer, Protector & Beneficiaries	<input type="checkbox"/>	<input type="checkbox"/>	
	(c) For discretionary trusts, identify only class of beneficiaries unless a distribution has been made in which case we need to verify the beneficiaries	<input type="checkbox"/>	<input type="checkbox"/>	
	(d) Certificate of Incorporation of Trustee	<input type="checkbox"/>	<input type="checkbox"/>	
	(e) Register of Directors of the Trustee	<input type="checkbox"/>	<input type="checkbox"/>	
	(f) Register of Shareholders of the Trustee	<input type="checkbox"/>	<input type="checkbox"/>	
	(g) Proof of Registered Address of the Trustee	<input type="checkbox"/>	<input type="checkbox"/>	

- Notes:
1. Based on a Risk based approach, additional documents may be requested.
  2. All documents need to be Dated, Signed, Certified True Copies or Originals.
  3. Documents can be certified / Specimen Signatures authenticated by Management Companies or Consulates or Notaries or Lawyers or Solicitors with an Apostille or other Professional Persons duly regulated such as FCCA holders (with their full name, address, occupation and registration number affixed by means of a stamp or otherwise and clearly visible).