

ACCOUNT OPENING CHECKLIST FOR TRUST

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 ³	<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 trust & controlling person wherever applicable)	<input type="checkbox"/>
	(f) FATCA Form (for both trust & 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	Declaration of Trust or Trust deed	<input type="checkbox"/>
3	Proof of Registered address & Mailing address of the Trust	<input type="checkbox"/>
4	Resolution of Trustees authorising its signatories to open and operate the account	<input type="checkbox"/>
5	Written confirmation from the trustee that they are themselves aware of the true identity of the underlying principals (Settlor/Beneficiary/Protector/Enforcer), revealing their identities and that there are no anonymous principals.	<input type="checkbox"/>
6	In case of discretionary trusts, to reveal class of beneficiaries and an undertaking from trustees to verify any beneficiaries prior to making a distribution	<input type="checkbox"/>
7	Evidence for:	
	(a) Source of Wealth of Settlor	<input type="checkbox"/>
	(b) Source of Fund	<input type="checkbox"/>

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8	KYC Documents on Individual:	Settlor	Beneficiary	Protector/ Enforcer	Authorized Signatories	
	(a) Valid Passport or NIC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(b) Recent Proof of Address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(c) Bank or Professional Reference Letter	<input type="checkbox"/>				
	(d) Detailed CV	<input type="checkbox"/>				
9	KYC Documents on Corporate:		Trustee	Settlor	Enforcer/ Protector	
	(a) Certificate of Incorporation or E-Certificate of Incorporation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(b) Certificate of change of name (if applicable)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(c) List of Authorised Signatories		<input type="checkbox"/>			
	(d) Duly signed Register of Directors dated less than 1 year		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(e) Duly signed Register of Shareholders dated less than 1 year		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	If Settlor is a Trust					
	(a) Delaration of Trust / Trust deed				<input type="checkbox"/>	
	(b) Valid Passport or NIC				<input type="checkbox"/>	
	(c) Proof of Address dated less than 3 months old of Original Settlor				<input type="checkbox"/>	
	(d) Certificate of Incorporation of Trustee				<input type="checkbox"/>	
	(e) Proof of Registered Address of the Trustee				<input type="checkbox"/>	
	(f) Evidence of the source of Fund settled into the trust and/or source Wealth of the Original Settlor				<input type="checkbox"/>	

- Notes:
- Based on a Risk based approach, additional documents may be requested.
 - All documents need to be Dated, Signed, Certified True Copies or Originals.
 - 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).