

ACCOUNT OPENING FORM CORPORATE

COMPANIES, PARTNERSHIP
& SOLE PROPRIETORSHIP

Please complete all details in CAPITAL letters using black ink.
Tick where necessary

Current Account Savings Account

Account No (for office use only)

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1 COMPANY DETAILS

Company Name

Certificate of Incorporation Number

Type/Nature of Business

Date of Incorporation
D M Y

Opening Business Address

Corporate Business Address/Registered Office (If different from above)

Email Address

Website (if any)

Mobile No (1)

Tax Identification Number (TIN)

Mobile No (2)

CRM No/Borrower's Code

Special Control Unit against Money laundering (SCUML) Reg. No:

2 ANNUAL TURNOVER

N5 Billion - Above N4.99 Billion - N500 Million N499.9 Million - N50 Million N49.9 Million - Below

Is Your Company Quoted On The Stock Exchange? YES NO

3 ACCOUNT SERVICE(S) REQUIRED (PLEASE SPECIFY)

Internet Banking Preferences

Internet Banking Mobile Banking

Transaction Alert Preferences

Email Alert (Free) SMS ALERT (Fee Applies)

Statement Preferences

Email Post

Frequency

Monthly Quarterly Semi Quarterly

Cheque Book Requisition

Open Cheque Crossed Cheque 50 Leaves 100 Leaves

7 DIRECTOR'S DETAILS

(i) Surname Middle Name First Name

Mother's Maiden Name Gender Date of Birth Means Of Identification

Occupation Job Title ID Number

Residential Address Mobile No

Email Signature Date BVN Number

(ii) Surname Middle Name First Name

Mother's Maiden Name Gender Date of Birth Means Of Identification

Occupation Job Title ID Number

Residential Address Mobile No

Email Signature Date BVN Number

(iii) Surname Middle Name First Name

Mother's Maiden Name Gender Date of Birth Means Of Identification

Occupation Job Title ID Number

Residential Address Mobile No

Email Signature Date BVN Number

8 FOR SOLE PROPRIETORSHIP

(i) Personal Information

Title	Surname	First Name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Middle Name	Nick Name	Mother's Maiden Name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Gender	Date of Birth	Marrital Status
Male <input type="checkbox"/> Female <input type="checkbox"/>	D <input type="text"/> M <input type="text"/> Y <input type="text"/>	Single <input type="checkbox"/> Married <input type="checkbox"/> Other (Please specify <input type="text"/>)
Nationality <i>(For non Nigeria)</i>	State of Origin	LGA
<input type="text"/>	<input type="text"/>	<input type="text"/>
Residents Permit No	Tax Identification Number (TIN)	BVN Number
<input type="text"/>	<input type="text"/>	<input type="text"/>

(ii) Contact Details

Residential No	Street Name	City/Town
<input type="text"/>	<input type="text"/>	<input type="text"/>
Landmarks	Mobile No (1)	
<input type="text"/>	<input type="text"/>	
Email Address	Mobile No (2)	
<input type="text"/>	<input type="text"/>	

(iii) Means of Identification

Please specify ID type

National ID National Driver's License International Passport Other (Please Specify)

ID No	ID Issue Date	ID Expiry Date
<input type="text"/>	D <input type="text"/> M <input type="text"/> Y <input type="text"/>	D <input type="text"/> M <input type="text"/> Y <input type="text"/>

(iv) Details Of Next of Kin

Surname	Middle Name	First Name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Relationship	Email Address	
<input type="text"/>	<input type="text"/>	
Mobile No		
<input type="text"/>		
Contacts Details		
Street Number <input type="text"/>	Street Name <input type="text"/>	
City/Town <input type="text"/>	Landmarks <input type="text"/>	

10 ACCOUNT OPENING MANDATE

Type of Account (Please Tick As Appropriate)

Current account Savings account

Name of Organization

Account No

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Signatories

(i)		Surname	<input type="text"/>	First Name	<input type="text"/>	Middle Name	<input type="text"/>												
		Signature	<input type="text"/>	Identification Type	<input type="text"/>	ID Expiry Date	<table border="1"><tr><td>D</td><td></td><td>M</td><td></td><td>Y</td><td></td></tr></table>	D		M		Y							
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		Signature	<input type="text"/>	Identification Type	<input type="text"/>	ID Expiry Date	<table border="1"><tr><td>D</td><td></td><td>M</td><td></td><td>Y</td><td></td></tr></table>	D		M		Y							
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NOTE: The institution can provide more space if the number of Signatories to the account is more than spaces (4) provided.

11 AUTHORITY TO DEBIT ACCOUNT FOR SEARCH FEE

Prudential Mortgage Bank Limited

.....
.....

Dear Sir

.....

We hereby authorize you to debit our account with the sum of N.....being the legal cost of search conducted on our account at the Corporate Affairs Commission.
Thank you.

12 LETTER OF SET-OFF

Miss/Mr/Mrs/Chief

.....

Prudential Mortgage Bank Limited

.....
.....

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.....

I/We agree that you (in addition to any general lien or similar right to which you or my/our banker may have at any time and without notice to me/us) combine or consolidate all or any of the company's accounts with all liabilities to you and set off or transfer any sum standing to the credit of any such accounts, be it cash, cheques, valuable, deposits, securities, negotiable instruments or other assets belonging to me/us with you in or towards satisfaction of any of my/our liabilities to you or any other account or in any other respect, whether such liabilities be actual or contingent, primary or collateral, several or joint.

TERMS AND CONDITIONS

**TO:
PRUDENTIAL MORTGAGE
BANK LIMITED**

I/We hereby request and authorize you

At a meeting of the Board of Directors of the Company held pursuant to this application resolved:

1. To open a Prudential..... account in our/my name and subsequently to open further accounts as I/We may direct.
2. To honour all cheques or other orders which may be drawn on the said account unless the Bank receives a written notice to the contrary; provided such withdrawal vouchers or other orders are signed by the authorized signatories to the account, and to debit such cheques or other orders to the said account be for the time being in credit or overdrawn or may become overdrawn in consequence of such debit without prejudice to your right to refuse to allow any draft or increase of overdraft and in consideration.

I/we agree:

- a. To assume full responsibility for the genuineness or correctness and validity of all endorsements appearing on all cheques, orders, bills notes, validity of all instrument, receipts and for other documents deposited in respect of our account with the Bank.
- b. To further confirm all cheques, orders, bills, notes as specified in the cheques confirmation threshold in page one of this Form, to our assigned account officer or other designated Prudential Mortgage Bank staff. The Bank may not be bound to honour such instruments otherwise.

- c. To be responsible for the repayment of any overdraft with interest and to comply and be bound by the Bank's rules for the conduct of receipts of which We hereby acknowledge; and be bound by the Bank due to any future Government order, Law, Levy, Tax, embargo, moratorium, exchange restrictions and/or all other causes beyond the Bank's control.
- d. That all funds standing to our credit are payable on demand only in such local currency as may be in circulation.
- e. To be bound by any notification of change in conditions governing that account directed to our last known address and any notices or later sent to our last address shall be considered as duly delivered and received by us at the time it would be delivered in the ordinary course of post.
- f. That if a cheque credited to our account is returned dishonoured, the same may be transmitted to us through our last known address either by bearer or by post.
- g. That our attention has been drawn to the necessity of safe guarding our withdrawal booklet so that unauthorized persons are unable to gain access to it and to the fact that neglect of this precaution may be a ground for any consequential loss being charged to our account.
- h. That the Bank is under no obligation to honour our cheque(s) drawn on this account unless there are sufficient funds in the account to cover the value of the said withdrawal. I/We understand and agree that such cheque may be returned to us unpaid, but if paid I/we agree to pay the Bank on demand.

- i. That any sum standing to the debit of the account shall be liable to interest charges at the rate fixed by the Bank from time to time. The Bank is authorized to debit the account the usual banking charges, interest, commissions and any service charge set by the management from time to time.
 - j. That the Bank will not accept liability whatsoever for funds handed to members of staff outside banking hours or outside the Bank's premises, unless by specific agreement in writing with the Bank.
 - k. That any disagreement with entries on our Bank statement will be made known by us within fifteen days of forwarding the Bank statement via electronic mail. Failing receipt by the Bank of a notice of disagreement of the within fifteen days from the date of forwarding of our Bank statement, it will be deemed by the Bank that the statement as rendered is correct.
3. I/We also agree that the Bank may debit our account for charges or fees arising from legal documentation to regularize our account on complete opening formalities.
 4. I/We also agree that in addition to any general lien or similar rights to which you as bankers may be entitled by law you may at any time and without notices to us combine or consolidate all or any of my/our account in New Prudential with any liabilities to you and set or transfer any sum or sums standing to the due credit of anyone more of such accounts or any other credit, be it cash, cheque, valuables, deposit, securities, negotiable instruments or other account or in any other respect whether such liabilities be actual or contingent collateral and several or joint.

MANDATE & RESOLUTION

I/We hereby apply for the opening of any account or accounts with **Prudential Mortgage Bank Limited**. I/We understand that the information given herein is the basis for opening such account(s) and hereby warrant that such information is correct.

I/We agree to use the account for only transaction permitted by law and to be bound by the terms and conditions.

Authorized Signature of the
Customers/Representative & Date

Authorized Signature of the
Customers/Representative & Date

Authorized Signature of the
Customers/Representative & Date

Authorized Signature of the
Customers/Representative & Date

15 SIGNED, SEALED & DELIVERED BY THE WITHIN NAMED PERSON

Name <input type="text"/>		Signature <input type="text"/>		Company Seal Here
Status <input type="text"/>	Date D <input type="text"/> M <input type="text"/> Y <input type="text"/>	<input type="text"/>		
Name <input type="text"/>	Date D <input type="text"/> M <input type="text"/> Y <input type="text"/>			
Status <input type="text"/>	Date D <input type="text"/> M <input type="text"/> Y <input type="text"/>	<input type="text"/>		
Name <input type="text"/>	Date D <input type="text"/> M <input type="text"/> Y <input type="text"/>			
Status <input type="text"/>	Date D <input type="text"/> M <input type="text"/> Y <input type="text"/>	<input type="text"/>		
Name <input type="text"/>	Date D <input type="text"/> M <input type="text"/> Y <input type="text"/>			

16 IN THE PRESENCE OF

Name <input type="text"/>	Occupation <input type="text"/>	Signature <input type="text"/>
Address <input type="text"/>	Date D <input type="text"/> M <input type="text"/> Y <input type="text"/>	

17 REQUIREMENTS CHECKLIST

S/N	DOCUMENTS REQUIRED	CHECKED	DEFERRED	WAIVED	N/A
1.	Account opening form duly completed				
2.	Specimen signature card duly completed				
3.	Copy of certificate of incorporation				
4.	Board Resolution				
5.	Copy of Memorandum and Article of Association (Certified as true copy by the Registrar of Company)				
6.	(a) Form CO7 Particulars of Directors				
7.	(b) Form CO2 Allotment of Shares				
8.	Partnership Deed				
9.	Approval Letter (for Government Agency)				
10.	Gazette (for Government Agency)				
11.	Two (2) passport sized photographs at each signatory to the account with name written on the reverse side				
12.	Introduction letter with two (2) passport sized Photographs at contact persons or authorized agent				
13.	Status report from Banker (where applicable)				



14.	Resident Permit (for non-Nigerians)				
15.	Evidence of Registration with NIPC				
16.	Search Report				
17.	Power of Attorney				
18.	Letter of Indemnity				
19.	Proof of Company address				
20.	Business Premises visitation certificate				
21.	Proof of Identity of all Signatories and Directors				
22.	Proof of address of all signatories and Directors: Utility bill, (Certified true copy is acceptable if original is not held)				
23.	Reference forms				
24.	Other (please specify)				

FOR BANK USE ONLY

A ACCOUNT OPENED BY:

Name

Signature

Date

D		M		Y	
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B DEFERRAL OF DOCUMENT IF ANY AUTHORISED BY:

Name

Signature

Date

D		M		Y	
---	--	---	--	---	--

C ADDRESS VERIFICATION CARRIED OUT BY:

Name

Signature

Date

D		M		Y	
---	--	---	--	---	--

D ACCOUNT OPENING APPROVED BY:

Name

Signature

Date

D		M		Y	
---	--	---	--	---	--

COMMENT(S)

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