NON-INDIVIDUAL ACCOUNT OPENING FORM

This form should be completed in "ENGLISH CAPITAL" letters.

Date D D M M Y Y Y Y

Manager
City Bank PLC

Window Branch Name Seal

For Bank use only

Unique Customer ID

A/C No.

Dear Sir,
I/we hereby request you to kindly open an Account in the books of your branch. I/We furnish our Account & Organizations detailed information hereunder

ACCOUNT RELATED INFORMATION

Account Title

English

বাংলা

Account Short Name

Type of Account

Al-Wadee'ah based account:

☐ Islamic Current A/C

Mudarabah based accounts:

☐ Islamic Term Deposit A/C ☐ Islamic SND A/C

☐ Islamic Easy Transaction A/C ☐ Islamic Easy Plus Transaction A/C ☐ Others Please Specify

Currency ☐ BDT ☐ Others Please Specify

Mode of Operation of A/C ☐ Single ☐ Joint

☐ Others/Special Instruction: (Please Specify in the box)

Initial Deposit Amount

(To be filled by bank official)

Income-sharing Ratio (Mudarabah Depositors : Bank) :

In Words

COMPANY RELATED INFORMATION

Organization Name

English

বাংলা

Trade License No. Date D D M M Y Y Y Y Issuing Authority

Registration No. Date D D M M Y Y Y Y

Registration Authority Country

E-TIN No. (if any) BIN/VAT Registration No. (If any)

Proof ot tax return ☐ Yes ☐ No If yes, mention assessment year Y Y Y Y – Y Y Y Y

Company Registered Address

Vill/Road

PO Thana District

Division Postcode Country

Business/Office Address

Vill/Road

PO Thana District

Division Postcode Country

Type of Organization ☐ Proprietorship ☐ Partnership ☐ Joint Venture ☐ Public Ltd. ☐ Private Ltd.
☐ Trust ☐ NGO/NPO ☐ Club/Society ☐ Educational Institute ☐ Religious Institute
☐ Others (Please specify in this Box)

Total Manpower in Business Permanent Contractual Yearly Turnover

Net Asset Type of Business (Details)

Nature of Business ☐ Trading ☐ Service ☐ Manufacturing ☐ Others

COMMUNICATION DETAILS (Applicable for all Banking correspondences including statements)

Communication Address Selection ☐ Company Registered Address ☐ Business/Office Address
(Please select only 1 type of address)

Mobile No.

E-mail ID

Customer Signature

DETAILS OF VERIFICATION (Bank use only)

Phone No. **Time & Date** 00 00 D D M M Y Y Y Y Bank Personnel Signature

FACILITY REQUEST(S)

Cheque Book ☐ Yes ☐ No If Yes, No. of Leaves **Delivery Option** ☐ Branch ☐ To customer address

SMS Alert ☐ Yes ☐ No

Internet Banking City Live ☐ Yes ☐ No If Yes, please fill up the Separate application form

Citytouch (Proprietorship Only) ☐ Yes ☐ No If Yes, please provide designated E-mail ID

DEBIT CARD REQUEST (PROPRIETORSHIP ONLY)

Card Type ☐ Mastercard ☐ Visa ☐ CityMaxX ☐ Others Please Specify

Name on Card As you want to see on the Card-(Max.19 letters including spaces)

Delivery Option ☐ Branch ☐ To customer address

TERM DEPOSIT INFORMATION

Currency **Amount**

(To be filled by bank official)
Weightage .

Amount in Words

Period/Tenor (Please mention one the following options) Days Months Years Maturity Date D D M M Y Y Y Y

Debit Instruction ☐ Please Debit My/Our Account No.

Maturity Instruction

☐ Renew principal only and credit profit to the A/C no.

☐ Renew both principal and profit.

☐ Encash at Maturity and credit to My/Our A/C No.

Note: If no option is selected and no written instruction is received before maturity, the deposit will be renewed automatically with profit, for the same tenor on the maturity date at the prevailing weightage.

ACCEPTANCE OF TERMS & CONDITIONS

I/We acknowledge that I/we have read and understood the terms and conditions governing the customer accounts in force, and agree to open, maintain and operate my/our account(s) as per the said terms and conditions, including all amendments made thereto by the Bank from time to time published in the Website*. I/We declare that the information furnished above is true and correct and shall provide any information/documents the Bank may require in future. I/We understand that profit is shared only on Mudarabah-based accounts, as per the Income Sharing Ratio (ISR) agreed with City Bank PLC, Islamic Banking ("City Islamic" as Mudarib) and the initial Weightage mentioned by the Bank. I/We also accept that the ISR and Weightage may be revised by the Bank from time to time, as published on its website** in advance, and shall apply prospectively, and that I/we accept the profit paid on the basis of such revisions. I/We understand that no profit is payable on Al-Wadee'ah (Current) accounts.

Detailed terms, profit distribution method, profit adjustment rules and schedule of charges (subject to change from time to time) are available at: https://www.citybankplc.com/upload/City_Islamic_Non-Individual_T&C_Form.pdf - I/We have read, understood and accepted them and shall keep myself/ourselves updated.

(Please scan QR code for the details of T&C)

*islamic.citybankplc.com/
**https://islamic.citybankplc.com/profit-sharing-ratio

Signature with Date	Signature with Date	Signature with Date	Name Seal of Signature Verifier with sign & Date

INDIVIDUAL INFORMATION FORM

Unique Customer ID

Customer's Name in English

বাংলা

Father's Name

Mother's Name

Spouse's Name

Please affix here a recent passport size photograph duly attested by A/C holder

Date of Birth D D M M Y Y Y Y

Gender ☐ Male ☐ Female ☐ Third Gender

Resident Status ☐ Resident ☐ Non- Resident

National ID Card No.

Other Photo ID

Birth Certificate No.

E-TIN (if any)

Passport No.

Proof of tax return ☐ Yes ☐ No

Profession

If yes, mention assessment year Y Y Y Y – Y Y Y Y

Nationality ☐ Bangladeshi ☐ Other Please Specify

** Foreigners will provide VISA and Passport copy*

Relationship with Account

Present Address (Residence)

Vill/Road

PO Thana District

Division Postcode Country

Professional Address

Vill/Road

PO Thana District

Division Postcode Country

Permanent Address

Vill/Road

PO Thana District

Division Postcode Country

Mobile 1 Mobile 1

E-mail ID 1

E-mail ID 2

1. Are you a US Resident? ☐ Yes ☐ No **2. Are you a US Citizen?** ☐ Yes ☐ No **3. Do You hold a US Permanent Resident Card (Green Card)?** ☐ Yes ☐ No

I/We hereby consent for City Bank PLC or any of its affiliates (include branches) (herein after collectively referred to as "Bank") to share my/our information with domestic or overseas regulators or tax authorities or other concerned authorities where necessary and/or required by applicable laws, agreement with regulators or authorities and/or directives.

Where required by domestic or overseas regulators or tax authorities or other concerned authorities, I/we consent and agree that the Bank may withhold, and pay out, form my/our account(s) such amounts as may by required according to applicable laws, regulations, or authorities and directives and Bank shall not be held liable for any consequences thereof. In the event of any loss suffered by bank due to my/our failure or inaction or misrepresentation, I/we shall hold the Bank fully indemnified and harmless against all such losses arising thereof, Proof of address required (of any one)

Signature with Date

Applicant's Name

Name Seal of Signature Verifier with Sign & Date

Note: Individual Information Form must be filled in for both the Minor and Guardian. Both forms must be signed by Guardian.

FOR BANK USE ONLY

Mandatory Fields for Regulator

SBS Code | | | | | | | Deposit Type Code | | | |

Acquiring RM _____ **RM/Employee Code** _____

Monitoring RM _____ **Monitoring RM Code** _____

Tax Applicable ☐ Yes | Have you taken any proof tax return ☐ Yes ☐ No | ☐ No | ☐ Tax Waiver Documents submitted, where applicable

CASA Product Code _____ **Term Deposit Product Code** _____

Sundry Debit A/C | | | | | | | | | | | | | | **Transaction Date** D D M M Y Y Y Y **Transaction ID** _____

Acquiring Branch SOL | | | **Value Date** D D M M Y Y Y Y **A/C Occupation Code** _____

Comment _____

Signature with Name Seal & Date Account Opened by	Signature with Name Seal & Date Recommended by (BOM)	Signature with Name Seal & Date Approved by BM/Designated Officer

ACCOUNT OPENING DOCUMENTATION CHECKLIST

General Requirements
- ☐ Properly filled up full set of account opening form
- ☐ Signature Cards (As Appropriate)
- ☐ Supporting documents for income source (document will be determined by branch): not mandatory but depends on customer profile/nature of business /transaction profile; branch will decided to take the documents

Proprietorship
- ☐ 2 copy passport size photo of proprietor attested by introducer
- ☐ 1 copy passport size photo of Nominee attested by proprietor
- ☐ Photo identification – Passport/NID/ Birth Certificate
- ☐ Proof of Address Verification – Contact Point Verification, BTCL Bill, Electric Bill, WASA Bill (in the name of Proprietor or organization)
- ☐ Valid Trade License
- ☐ Nominee Photo ID (same as per photo identification)
- ☐ Where a third party is authorized to operate a pro proprietorship account, a mandate form must be signed by the Proprietor and the signature of the third party should be attested thereon. The third party's signature should also be obtained on the specimen signature card along with copy the NID/Photo ID and Individual information Form

Partnership
- ☐ 2 copy passport size photo of all partners
- ☐ Photo Identification - Passport/NID/Birth Certificate
- ☐ Proof of Address Verification – Contact Point Verification, BTCL Bill, Electric Bill, WASA Bill (in the name of Proprietor or organization)
- ☐ Valid Trade License
- ☐ Certified true copy partnership deed (if registered) Not)/notarized copy of partnership deed (if not registered
- ☐ Certificate registered (if registered)

Limited Company Incorporated In Bangladesh
- ☐ 2 copy passport size photo of all shareholder (owner of 20% or more share of the organization)& signatory (other than director) attested by introducer
- ☐ Photo identification – Passport/NID/Birth Certificate
- ☐ Proof of address Verification – Contact Point Verification, BTCL Bill, Electric Bill, WASA Bill (in the name of Proprietor or organization)
- ☐ Valid Trade License
- ☐ TIN certificate in the name of organization
- ☐ Certified of incorporation
- ☐ Certificate of Commencement of Business (in case of public limited company)
- ☐ Memorandum and Articles of Association
- ☐ Form XII/list of directors (if applicable)
- ☐ Schedule X & change of directors/share certificate (if applicable)
- ☐ Extract of resolution the board/general meeting of the company for opening the Account and authorizes for its
- ☐ Operation duly certified by the Chairman/Managing Director/ Board secretary of the company clearly mention the Operating instruction.
- ☐ Work permit/Valid visa for foreign signature if stays in Bangladesh
- ☐ Duly signed QA 22 Form for foreign signature

Limited Company Incorporated outside Bangladesh
- ☐ 2 copy passport size photo of all shareholder (owner of 20% or more share of the organization)& signatory (other than director) attested by introducer.
- ☐ Photo identification – Passport/NID/Birth Certificate
- ☐ Proof of address Verification – Contact Point Verification, BTCL Bill, Electric Bill, WASA Bill (in the name of Proprietor or organization)
- ☐ Certified of incorporation (*)
- ☐ Certificate of Commencement of Business (in case of public limited company) (*)
- ☐ Memorandum and Articles of Association (*)
- ☐ Form XII/list of directors (if applicable)(*)
- ☐ Schedule X & change of directors/share certificate (if applicable) (*)
- ☐ Work permit/Valid visa for foreign signature if stays in Bangladesh
- ☐ Form QA 22 (for foreign signature (**)
- ☐ Permission from Ministry of Industry (**)
- ☐ Extract of resolution of the board/general meeting of the company for opening the account and authorized for its Operation duly certified by the Chairman/Managing Director/ Board secretary of the company clearly mention the Operating instruction.
- ☐ Work permit/Valid visa for foreign signature if stays in Bangladesh

Non-Government School/ College/ Association/ Charity/Trust (Only for School & College)
- ☐ 2 copy passport size picture of Signatory
- ☐ Copy of By-laws/constitution
- ☐ Permission from Education Board?/Ministry/UGC
- ☐ List of members of the Government body/Executive committee with fill information
- ☐ Resolution for opening of account and its operation instruction

Trust
- ☐ 2 copy passport size picture of Signatory
- ☐ Certified copy of trust deed
- ☐ List of members of trust board wit full Information
- ☐ Resolution for opening of account and its operation instruction

Co-operative Society/Limited Society
- ☐ 2 copy passport size picture of Signatory
- ☐ Copy of By-laws attested by competent authority
- ☐ Certificate of registration
- ☐ List of office bearers/officials
- ☐ Resolution for opening of account and its operation instruction

Government/Semi-Government/Autonomous Organization
- ☐ Letter/permission from respective authority for opening account and its operation instruction
- ☐ 2 copy passport size picture of Signatory

Club/Society
- ☐ Copy of By- laws/constitution
- ☐ Government Permission (if registered)
- ☐ List of office bearers/officials
- ☐ Copy of Meeting minutes/resolution for opening of account and its operation instruction

Non-Government organization (NGO) Unincorporated Association
- ☐ 2 copy passport size picture of Signatory
- ☐ Photo identification –Passport/NID/Birth Certificate
- ☐ Proof of address Verification – Contact Point Verification, BTCL Bill, Electric Bill, WASA Bill (in the name of Proprietor or Organization)
- ☐ Copy of By- laws/constitution
- ☐ Permission form NGO bureau
- ☐ List of members of the Government body/Executive committee with fill information
- ☐ Form QA 22 (for foreign signatory with valid visa and work permit)
- ☐ Resolution for opening of account and its operation instruction

(*) These items should be certified by the authorities where the company is registered and counter certified by Bangladesh Mission overseeing that country or the Ministry of Foreign Affairs in Dhaka

(**) These are not required if the application is for a non-resident account by limited liability company incorporated overseas.