



**Bank of Baroda (Botswana) Ltd.**

# SIGNATURE CARD

Account Number

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Name

Signing Arrangements / Special Instructions:

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Authorised Signature(s)

Name_____	Name_____	Name_____
Designation_____	Designation_____	Designation_____
Name_____	Name_____	Name_____
Designation_____	Designation_____	Designation_____

To,  
BANK OF BARODA (BOTSWANA) LTD  
Gaborone Branch

Current Account Opening Form  
(For Company)

Account No:
Manager's Initial

Gentlemen,

Being desirous of opening a current account with Bank of Baroda (Botswana) Ltd., I/We beg to hand you a remittance as per memo at foot.

I/We agree to be bound by the Bank's rules from time to time in place.

Please supply me/us a Cheque book.

TITLE OF ACCOUNT -----  
(BLOCK LETTERS) -----

MANAGER'S INITIALS } Special Instructions } ----- Initials  
-----  
-----  
-----

Business or Profession } -----  
Address } -----  
-----  
Phone No. -----  
E-mail -----

Full Signatures

Yours faithfully,

Full Name in Block letters.

Specimen Signatures.

will sign as

.....	“ .....
.....	“ .....
.....	“ .....
.....	“ .....
.....	“ .....
.....	“ .....
.....	“ .....
.....	“ .....
.....	“ .....
.....	“ .....

Introduced by

Memo of amount sent: .....

Cheque forms-supplied No. ....

Extract of the minutes of the meeting of the board of directors of \_\_\_\_\_  
\_\_\_\_\_ held on (date) \_\_\_\_\_  
at(Time) \_\_\_\_\_ at(place) \_\_\_\_\_

It was resolved that, "That sanction be and in hereby given for Company to open a banking account styled \_\_\_\_\_ at the Gaborone Branch of the Bank of Baroda (Botswana) Limited, and that the said bank be and Are hereby authorised and requested to pay all cheques, Bills of Exchange, Promissory notes, and other negotiable and all operations on the account and all instructions regarding the general conduct of the account and to bind the Company to all agreements, guarantees or indemnities in connection with the issue of Letters of Credit, Drafts, Telegraphic Transfers and all usual banking transactions, provided that the said cheques, Bills, Promissory notes, or other are resaid instruments, operations, instructions, documents e.t.c. are signed by \_\_\_\_\_ for the time being of the said Company; that a liist of the names and specimen signatures of the persons at the present authorised to sign under this resolution be furnished to the said Branch and that they be advised in writing of all changes that may take place in the same from time to time: that a copy of this resolution be furnished to the said bank at the said branch and that it remain in force until the receipt by the said bank at the said branch of a copy of a resolution to be passed by the said Company rescinding the same."

We hand you herewith the latest copy of our Memorandum and Articles of Association along with a certified copy of Certificate of Incorporation.

The following is a full list of the present Directors and Secretary with their respective Signatures:-

Name	Designation	Signature
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Certified that the above is a true copy of the resolution and correct names and designations of the present office bearers.

Date : ..... this ..... day of .....

Chairman \_\_\_\_\_

Secretary \_\_\_\_\_

Indemnity for the Amount in Words in Blocks

*Whereas* \_\_\_\_\_  
Consider(s) it desirable to issue cheques drawn on his/her/its/their banking account(s) at Bank of Baroda (Botswana) Ltd, Gaborone, Botswana (hereinafter referred to as 'the said Bank') on cheque forms which provide for the completion of the amount in words in printed blank blocks and it may occur that on the completion of those cheque forms some blocks are left wholly or partly blank in such a way as to permit alteration of the amount and consequent falsification(s):

*And whereas* the said Bank is not prepared to accept any responsibility for any Falsification of the amount in words on cheque(s) completed in this manner :

*Therefore* \_\_\_\_\_  
(hereinafter referred to as 'the Drawer')  
herein represented by \_\_\_\_\_  
and \_\_\_\_\_ in  
their official capacities as \_\_\_\_\_  
and \_\_\_\_\_  
hereby exonerates the said Bank from any liability and indemnify/ies the said Bank against any loss or damage which the said Bank may sustain and against any claim for damages by any person or persons where such liability, damages or claims result from alterations of the amounts of such cheques or where such liability, damages or claims may arise from the manner in which the cheques have been completed as referred to above and in particular the Drawers(s)

and \_\_\_\_\_  
consent(s) and authorise(s) the said Bank to debit the account(s) styled current/savings/overdrafts account no. \_\_\_\_\_  
with an amount equal to the amount for which the said Bank has given value

Signed \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ Year \_\_\_\_\_  
In the presence of the undersigned witnesses:

As Witnesses

1. \_\_\_\_\_
2. \_\_\_\_\_

Date

The Chief Manager  
Bank of Baroda (Botswana) Ltd  
Gaborone Branch  
Botswana.

Dear Sir,

**RE : Opening of Current/Overdraft account**

Reference is made to the new Current Account/Overdraft Account which the Bank has opened in my/our name(s). I/We hereby authorise you to make the Bank's usual periodical service charges, and/or any other additional charges in any month during which the balance falls below the required minimum balance and/my/our account causes trouble, correspondences and/or inconvenience, and/or unremunerative.

I/We am/are aware of the provisions of the Bank's Current Account Rules and I/We have noted, in particular, the part of the Rule reading as follows:-

A charge may be made on all accounts where the average balance does not compensate for the number of cheque forms and amount of stationary used and labour involved in keeping the account.

It is also understood that the Bank has the right to close the account without assigning any Reason.

With regard to the above, I/We declare as under:-

I). "That I/We am/are enjoying credit facilities with other Banks as per details as under :-

II). That I/We, am/are not enjoying credit facilities with any other Bank and I/We undertake to inform in writing, as soon as any credit facility is availed of by me/us from any Bank"

Yours faithfully