

## DOCUMENTS REQUIRED FOR OPENING OF VARIOUS ACCOUNTS

### **CURRENT ACCOUNT**

#### **DOCUMENTS REQUIRED**

1. CIPA EXTRACT
2. NEW FORM TO BE FILLED AND SIGNED BY ALL DIRECTORS , SHAREHOLDERS AND SIGNATORIES
3. ADDRESS PROOF FOR THE COMPANY, DIRECTORS, SHAREHOLDERS AND SIGNATORIES
4. BOARD RESOLUTION SIGNED BY ALL DIRECTORS AND COMPANY SECRETARY FOR OPERATING THE ACCOUNT
5. KYC DOCUMENT FOR ALL DIRECTORS, SHAREHOLDERS AND SIGNATORIES- (EXPAT- PASSPORT AND PERMITS, LOCAL- OMANG)
6. BURS TIN NUMBER CERTIFICATE FOR OLD COMPANY
7. UNDERTAKING FOR BURS FOR NEW COMPANIES
8. FINANCIALS LATEST FOR 12 MONTHS FOR OLD COMPANIES
9. CASH FLOW PROJECTED FOR 12 MONTHS FOR NEW COMPANIES
10. BRIEF ACTIVITY FOR THE COMPANY
11. REQUEST LETTER FOR ACTIVATING THE ACCOUNT

### **SAVINGS ACCOUNT**

#### **DOCUMENTS REQUIRED**

1. NEW ACCOUNT OPENING FORM TO BE DULY FILLED AND SIGNED
2. KYC DOCUMENTS- (EXPAT PASSPORT AND PERMITS, LOCAL- OMANG)
3. ADDRESS PROOF
4. PROOF OF INCOME
5. BURS TIN NO CERTIFICATE IF AVAILABLE
6. IF NO TIN NO THEN UNDERTAKING FOR BURS

### **TRUST ACCOUNT/SOCIETY ACCOUNT**

1. NEW ACCOUNT OPENING FORM TO BE DULY FILLED AND SIGNED- ENCLOSED
2. CERTIFICATE OF MASTER OF HIGH COURT FOR REGISTRATION OF THE TRUST/REGISTRAR OF SOCIETIES LETTER
3. BYE LAWS FOR THE SOCIETY
4. BOARD RESOLUTION DECLARING THE SIGNATORIES AND SIGNED BY EXECUTIVE MEMBERS AND OTHER MEMBERS FOR ACTIVATING OF THE ACCOUNT
5. MINUTES OF THE MEETING LAST HELD
6. ADDRESS PROOF FOR THE SOCIETY, EXECUTIVE MEMBERS AND SIGNATORIES, ALONG WITH KYC DOCUMENTS (PASSPORT, PERMITS OR OMANG)
7. SOURCE OF FUND FOR THE SOCIETY ALONG WITH BRIEF ACTIVITIES TO BE PROVIDED
8. CASH FLOWS FOR 12 MONTHS TO BE GIVEN
9. UNDERTAKING FOR BURS TO BE SUBMITTED- ENCLOSED