



ASSETS MICROFINANCE BANK LTD.

ACCOUNT OPENING INSTRUCTION:

Please complete all relevant portions of application form and account opening mandate and return this package along with the following documents

ALL ACCOUNTS TYPES

- One signature / mandate card completed by each signatory to the account .
- Two recent passport photographs of each account signatory with their names written on the reverse side .
- Two independent and satisfactory references from current account holders.
- A valid identification(national Identification Card/ International Passport/Drivers Licence) of each signatory
- Resident /work/business permit (where applicable).

LIMITED LIABILITY COMPANY

- Board Resolution authorisation the opening of the account. This must be executed under seal
- A copy of Certificate of Incorporation
- Certified True Copy of Memorandum and Articles of Association
- Certified True Copy of Particulars of Directors. (Form Co7)
- Certified True Copy of Statement of Share Capital (CO2)

REGISTERED BUSINESS NAME/ SOLE PROPRIETORSHIP

- Copy of application form for registration of business.
- Copy of certificate of registration

PARTNERSHIP

- Copy of partnership deed (notarized).
- Copy of certificate of registration.
- Partnership resolution authorizing the opening of the account and nominating signatories to the account.

GOVERNMENT MINISTRIES & PARASTATALS

- Approval letter from the relevant accountant-general authorizing the opening of the account and nominating signatories to the account.
- Copy of the gazette establishing the ministry or parastatals.
- Mandate card signed by the authorised signatories and endorsed by the accountant general

INCORPORATED TRUSTEES/UNINCORPORATED ASSOCIATIONS

- Copy of constitution (certified true copy for incorporated trustees).
- Copy of certificate of registration (for incorporated trustees)
- Copy of particulars of trustees (where applicable)
- Resolution authorizing the opening of the account and nominating signatories to the account