



CIF Number

REF Number

APPLICATION FOR OPENING A BUSINESS/CORPORATE ACCOUNT

(Form should be filled in CAPS)

I/we wish to open the following account(s) with I&M Bank Limited as per details herein.

Type of Business (Tick as Applicable √)	
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership
<input type="checkbox"/> Society/Association /Club/Trust	<input type="checkbox"/> Limited Company
<input type="checkbox"/> Others (Specify)	<input type="text"/>
Nature of Business	<input type="text"/>

Preferred Account Type (Tick as Applicable √)		
Kenya Shillings Transactional Accounts	<input type="checkbox"/> Business Current Account	<input type="checkbox"/> Deposit Account
	<input type="checkbox"/> Business Premier Current Account	
Foreign Currency Transactional Accounts	Currency	<input type="text"/>
	<input type="checkbox"/> USD <input type="checkbox"/> GBP <input type="checkbox"/> EUR <input type="checkbox"/> Other Currencies (Specify)	<input type="text"/>
Other account type (Specify)	<input type="text"/>	
Purpose of Account e.g. rent/fees collection, business proceeds, salary processing	<input type="text"/>	

Business /Entity Name	<input type="text"/>		
Trading Name	<input type="text"/>		
Date of Incorporation/Registration	D D M M Y Y Y Y	KRA PIN	<input type="text"/>
Registration Certificate Number	<input type="text"/>		
Mailing Postal Address	Postal Code	Town	<input type="text"/>
Primary Contact (Required)	Email Address	<input type="text"/>	
	Mobile Number	Other Number	<input type="text"/>
Alternative Contact	Email Address	<input type="text"/>	
	Mobile Number	Other Number	<input type="text"/>
Physical Address (Required)	<input type="text"/>		
Country of Operation	1. <input type="text"/>	2. <input type="text"/>	3. <input type="text"/>

Number of employees	<input type="checkbox"/> Less than 10	<input type="checkbox"/> 10-99	<input type="checkbox"/> 100 or more
Annual turnover (KES)	<input type="checkbox"/> Less than 10M	<input type="checkbox"/> 10M-499M	<input type="checkbox"/> 500M or more
Balance sheet size (KES)	<input type="checkbox"/> Less than 10M	<input type="checkbox"/> 10M-499M	<input type="checkbox"/> 500M or more

ACCOUNT FACILITIES	
Mobile & Internet Banking: We shall sign you up for our Digital Channels. Tick here to opt out. Do NOT sign me up <input type="checkbox"/> (Fill-in administrator details in the resolution page)	
Cheque Book: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Preferred name format on Cheque Book	<input type="text"/>
Debit Card: (subject to account mandate) <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Debit Card type <input type="checkbox"/> Visa Debit Card <input type="checkbox"/> USD Debit Card <input type="checkbox"/> Others (Specify)	<input type="text"/>
Preferred name format on Debit Card	(Should be related to full name, part of the name may be abbreviated)
<input type="checkbox"/> Debit Card Delivery via courier <input type="checkbox"/> Collect Debit Card from branch: Preferred collection branch name	<input type="text"/>
Get free M-PESA collections short code <input type="checkbox"/> Yes <input type="checkbox"/> No	if YES, please request to fill a separate form for the Paybill.

Notify me by SMS (charges may apply as per tariff) for transactions of the following amount and above (in KES)

Debit Credit

Request for email statements (Free)

Frequency (Tick only one option) ☐ Daily ☐ Weekly ☐ Monthly ☐ Quarterly ☐ Semi-Annually ☐ Annually

PEP DECLARATION (Individuals with prominent public functions)

Are any of the Directors, Signatories or Shareholders entrusted with a prominent public office locally or in a foreign country, including any member of their family or close associates?

☐ Yes ☐ No (If Yes, give details below)

Name	Prominent Position Held	Relation to the Company

FATCA DECLARATION (FOREIGN ACCOUNT TAX COMPLIANCE ACT)

On an annual basis, the Bank will report information on financial accounts held directly or indirectly by US Persons. In certain circumstances and where customers fail to provide the appropriate documentation, the Bank may be required to apply 30% US withholding tax on certain types of US income paid to such customers.

Do you have any income from the US? ☐ Yes ☐ No Does the entity have US Partners/Signatories/Directors? ☐ Yes ☐ No

Particulars of Significant Stakeholders

Please indicate below the names of significant shareholder(s) (10% and above) and individuals who are the ultimate beneficial owners in cases where a shareholder is a corporate body.

Stakeholder(s) Name (Individual(s) or Registered Entity)	Stakeholder Type (Director, Shareholder, Sole Proprietor, etc.)	Ultimate Beneficial Owner's Name (This information is required if shareholder is a corporate body)	ID/PP No. for Individuals or Registration No. for Entities	Shareholding (%)	Nationality

AUTHORIZED SIGNATORY INFORMATION FORM

First Signatory/Director

Mr/Mrs/Ms	First Name	Middle Name	Last Name
Nationality	Identification Document Type		Identification Document Number
	<input type="checkbox"/> National ID <input type="checkbox"/> Passport		
KRA PIN			
Country of Residence	<input type="checkbox"/> Kenya <input type="checkbox"/> Other (Specify) <input type="text"/>		
Postal Address (Optional)		Postal Code	Town
Contact Details (Required)	Email Address		
	Mobile Number		Other Number
Position in the Company/ Organization			
Occupation			

Second Signatory/Director					
Mr/Mrs/Ms	First Name	Middle Name	Last Name		
Nationality	Identification Document Type		Identification Document Number		
	<input type="checkbox"/> National ID <input type="checkbox"/> Passport				
KRA PIN					
Country of Residence <input type="checkbox"/> Kenya <input type="checkbox"/> Other (Specify) <input type="text"/>					
Postal Address (Optional)		Postal Code		Town	
Contact Details (Required)	Email Address				
	Mobile Number		Other Number		
Position in the Company/ Organization					
Occupation					

Third Signatory/Director					
Mr/Mrs/Ms	First Name	Middle Name	Last Name		
Nationality	Identification Document Type		Identification Document Number		
	<input type="checkbox"/> National ID <input type="checkbox"/> Passport				
KRA PIN					
Country of Residence <input type="checkbox"/> Kenya <input type="checkbox"/> Other (Specify) <input type="text"/>					
Postal Address (Optional)		Postal Code		Town	
Contact Details (Required)	Email Address				
	Mobile Number		Other Number		
Position in the Company/ Organization					
Occupation					

Fourth Signatory/Director					
Mr/Mrs/Ms	First Name	Middle Name	Last Name		
Nationality	Identification Document Type		Identification Document Number		
	<input type="checkbox"/> National ID <input type="checkbox"/> Passport				
KRA PIN					
Country of Residence <input type="checkbox"/> Kenya <input type="checkbox"/> Other (Specify) <input type="text"/>					
Postal Address (Optional)		Postal Code		Town	
Contact Details (Required)	Email Address				
	Mobile Number		Other Number		
Position in the Company/ Organization					
Occupation					

DECLARATION

TERMS AND CONDITIONS

I/We the undersigned request you to open an account(s) as detailed above and at any time subsequently to open further account(s) of whatever nature as I/We may direct. I/We confirm that all of the above details are correct and that I/We have read, understood and agree to the attached I&M Bank Limited General Terms and Conditions, the Terms and Conditions Governing the Use of I&M Next Generation Banking Facility, the Terms and Conditions Governing the Use of I&M Internet Banking and the Terms and Conditions of Use of the I&M Bank Limited Debit Card as amended from time to time and available at <https://www.imbankgroup.com/ke/terms-and-conditions/>

PRIVACY NOTICE

I/We hereby acknowledge that I/we have read and understood how the information that I/we have provided in this form will be used by the Bank as outlined in the Privacy Notice available at <https://www.imbankgroup.com/ke/information-security/privacy-notice/> and I/we consent to usage of this data as stipulated therein.

Tick for acceptance

Terms & Conditions	Privacy Notice	Director's Name	Signature
<input type="checkbox"/>	<input type="checkbox"/>	1.	
<input type="checkbox"/>	<input type="checkbox"/>	2.	

Account (s) operating instructions

☐ Singly ☐ Either or Survivor ☐ Jointly All ☐ Jointly Any

☐ Special Mandate (Specify)

Other signing instructions

Name of 1 st Signatory		Date	
<div>1ST SIGNATORY PASSPORT PHOTOGRAPH</div>	<div>Signature of 1st Signatory/Director</div>		
Name of 2 nd Signatory		Date	
<div>2ND SIGNATORY PASSPORT PHOTOGRAPH</div>	<div>Signature of 2nd Signatory/Director</div>		
Name of 3 rd Signatory		Date	
<div>3RD SIGNATORY PASSPORT PHOTOGRAPH</div>	<div>Signature of 3rd Signatory/Director</div>		
Name of 4 th Signatory		Date	
<div>4TH SIGNATORY PASSPORT PHOTOGRAPH</div>	<div>Signature of 4th Signatory/Director</div>		

APPLICATION FOR OPENING A BUSINESS/CORPORATE ACCOUNT AND REGISTRATION FOR INTERNET BANKING

(To be completed on Company's Letterhead)

EXTRACTS OF THE MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF _____

_____ LIMITED DULY HELD, CONVENED AND CONSTITUTED AT THE REGISTERED OFFICE OF THE COMPANY ON

THE _____ DAY OF _____ 20 _____

PRESENT: -1 _____

2 _____

3 _____

THE MEETING BEING QUORATE

1. The Chairman reported that arrangements were being proposed with I & M Bank Limited ("the Bank") whereby the company would open and operate an account or accounts with the Bank on the terms and conditions of the Mandate endorsed on the "Application to Open a Corporate Account" Form now produced at the meeting for inspection.
2. It was a term of the arrangements that the company would complete the "Application" to Open a Corporate Account" Form and execute the Mandate endorsed thereon specifying the persons authorised to operate the account(s) on behalf of the company and appending their respective specimen signatures.
3. It was reported that arrangements were being proposed with I & M Bank Limited ("the Bank") whereby the company would register for Corporate Internet Banking and operate an account or accounts on Internet Banking Terms and conditions, Terms and Conditions Governing the use of I&M Next Generation Banking Facility and I&M Bank General Terms and Conditions.

All present having unanimously agreed to and confirmed the above arrangements **IT WAS RESOLVED** as follows:-

1. THAT the company opens and operates an account or accounts with the Bank on the terms and conditions of the Mandate endorsed on the "Application to Open a corporate Account" Form.
2. THAT The "Application to Open a Corporate Account" Form be and the same is hereby approved and that the directors complete the Form, execute the Mandate endorsed thereon and deliver the same forthwith to the Bank.
3. THAT the persons whose names appear below be and are duly authorised to open and operate the account(s) on behalf of the Company and their specimen signatures be appended to the Mandate:

NAME OF AUTHORISED SIGNATORY

POSITION

4. THAT the terms and conditions of the proposed arrangements stated in the bank's website and produced in the meeting be and are hereby approved.
5. THAT the application for Corporate Internet Banking by the Company be and is hereby approved

6. THAT the company nominates the below person(s) as administrator(s) for corporate internet banking

Name	Email	Mobile number

7. THAT the person(s) whose names appear above be and are hereby authorised to administer internet banking (including setting operation mandate) and create users to operate the account (s) on behalf of the company, reset your passwords, edit user details and set transaction limits.

8. That the person(s) whose names appear above will have rights as below:

Rights	Yes	No
One administrator can create users, reset passwords, edit user details and set transaction limits singly without any other administrator verifying the record	<input type="checkbox"/>	<input type="checkbox"/>
The administrator/s can initiate financial transaction	<input type="checkbox"/>	<input type="checkbox"/>
One administrator can initiate and complete a financial transaction singly without any other administrator verifying the record	<input type="checkbox"/>	<input type="checkbox"/>

9. That the maximum corporate daily limit for internet banking was proposed in the meeting, and is hereby approved

Maximum Corporate Daily Limit	
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Declaration:

We, the undersigned persons, on behalf of (the "Company") hereby declare that the Company has been incorporate in conformity with the provisions of the Companies Act, No. 17 of 2015 and that the Company: (To choose one of the options below)

- ☐ has been incorporated with its own Articles of Association; or
- ☐ has adopted the model Articles of Association as provided for in the Companies Act 2015; or
- ☐ has been incorporated with part of its own Articles of Association and adopted part of the model Articles of Association provided in the Companies Act 2015.

The secretary reported that under the Articles of Association of the company, the Directors present were empowered to pass the necessary approvals to ratify the resolutions above. The Company shall indemnify the Bank against any actions, proceedings, claims, demands, losses, costs, damages, liabilities or expenses whatsoever which the Bank may at any time incur, sustain or suffer as a result of its acting upon or refraining from acting upon this declaration

IT IS HEREBY CERTIFIED THAT the foregoing is a true extract from the minutes of the meeting of the Board of Directors of the company, that a quorum of the Directors was present throughout the meeting, that the resolutions set forth above were duly passed in accordance and comply with the Memorandum, Articles of Association of the company.

DIRECTOR

DIRECTOR

DATE

DATE

Documents Required Checklist			
<input type="checkbox"/>	ID/Passport Copy/PIN Card copy of all authorized signatories (of all applicants)	<input type="checkbox"/>	Recent colour passport photographs of all authorized signatories
<input type="checkbox"/>	Certified copy of latest annual returns or Letter from auditor / Co. Secretary certifying names of existing Directors	<input type="checkbox"/>	Memorandum & Articles of Association of company / by-laws or constitution of organization (certified copy) / Partnership Deed / CR 1, 2 & 8
<input type="checkbox"/>	Copy of PIN card of Company / Organization	<input type="checkbox"/>	Copy of Certificate of Incorporation / Registration
<input type="checkbox"/>	Audited financial statements in case of companies	<input type="checkbox"/>	Board Resolution / Extracts of committee meeting signed by Chairman and Secretary / Partner's Resolution

Kindly Note: An independent search will be carried out by the Bank at a cost of approximately Kshs 1,000 to be borne by the company or organization.

FOR OFFICIAL USE ONLY

RM CODE		Bank Director Related <input type="checkbox"/> Yes <input type="checkbox"/> No
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SEGMENT			
SEGMENT CODE	BL01	BL02	BL04
DESCRIPTION	CORPORATE	BUSINESS BANKING	INSTITUTIONAL
SUB-SEGMENTS TICK BOX	<input type="checkbox"/> CORP- Corporate	<input type="checkbox"/> BB –Medium Enterprises <input type="checkbox"/> MSE – Micro and small enterprises	<input type="checkbox"/> INST -Institutional

Industry	
<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Banking and Insurance
<input type="checkbox"/> Trading	<input type="checkbox"/> Services (Professional)
<input type="checkbox"/> Tourism	
<input type="checkbox"/> Others (Specify)	
Specific line	

Branch Checklist	Initials	Initials
Valid Identification Documents obtained and authenticated		Exception(Give reason)
Reference confirmed		
Manager's Approval		
Account Opened by (Name & Initials)		
Authorised by (Name & Initials)		Exception Approved By

Staff Details	
Name of Sales Staff/Agent	
Staff ID	
Branch Name	