

**BUSINESS ACCOUNT OPENING FORM**

Preferred branch _____ Date (YYYY-MM-DD) _____

Section 1: Entity type

Sole Proprietor ☐ Company (including incorporated companies) ☐ Trust/Attorney Trust ☐ Partnership ☐
Informal body e.g. Clubs ☐ Societies ☐ Non-Governmental Organizations (NGOs) ☐ Other (specify) _____

Section 2: Accounts required

Current account ☐ Call account ☐
Fixed deposit ☐ Savings Account ☐ Other (specify) ☐
Currency option: KES ☐ USD ☐ EUR ☐ GBP ☐ ZAR ☐ Other (specify) ☐

Section 3: Applicant information

Residency: Resident ☐ Non-resident ☐ If non-resident - country of incorporation/registration _____
Registered name _____
Name of account/Trade name _____
Physical business address _____
Postal address _____ Postal code _____
Head office address/Registered address (if applicable) _____ Postal code _____
Identity/Trust/Registration No. _____ Registration date (YYYY-MM-DD) _____
Income tax number _____ PIN number _____ VAT number _____
Source of funds (e.g. donation, third party loan) _____
Purpose of the account _____
Type of business conducted _____ No. of employees/members _____
Business telephone number _____

Section 4: SolutionsTill2Bank - Buy Goods Till ☐ Alternate account on paybill (shortcode) ☐ Internet banking ☐ Mobile banking ☐**(a) What function(s) would you like these users to perform? (Applicable to Internet Banking)**

Entity details	User details			User Rights (please tick)			
Account Number	User e-mail address	Mobile number	User identification number	View rights	Input rights	Authorizing rights	Transaction limits

(b) Mobile banking accounts

Mobile Number: _____

Accounts to be linked: 1. _____ 2. _____

3. _____ 4. _____

(c) Alternate account on Paybill (short code)

Account Number	Proposed short code	Notification phone number

(d) E-statements

Details		Frequency					
Account	Email address	Daily	Weekly	Monthly	Quarterly	Semi-annually	Annually

Cheque books

 100 leaves ☐ 50 leaves ☐ 25 leaves ☐
Section 5: Declaration of ownership

Name of Company (hereafter referred to as "the entity"): _____

Registered Number (or other suitable identification number): _____

Registered Address: _____

A - Organisational chart (For entities with more than three layers of ownership by corporate entities)

Please attach an organisation chart showing the ownership structure of the entity. The chart must show:

- all entities within the structure, and
- including individuals who hold a proportionate interest of 10% or more of the customer through ownership in the intermediate or ultimate holding companies.

B - Beneficial ownership Information

Is there any individual who is an ultimate beneficial owner* of the Company through ownership in the intermediate or ultimate holding companies? **natural person who holds a proportionate interest of at least 10% shareholding or exercises effective management control over the Company.*

 YES ☐ NO (please complete the table below) ☐

Individuals who are ultimate beneficial owners of the Company through ownership in the intermediate or ultimate holding companies (please insert more rows where necessary):

Full name	Residential address	Date of birth	Nationality	Identity document number	Percentage of ownership (%)

The Entity hereby confirms and declares as follows:

 The information provided in Section 1 and 2 is true and correct ☐

 The Company shall notify Stanbic Bank without delay of any changes to the information given in this declaration ☐



C - Signatories, Directors, Shareholders information (if different from Section 2 – beneficial owners)

Full Name	Residential Address	Residential/ cell phone/ Telephone number	Capacity/ Designation (Director/ shareholder/ partner)	Signatory of the account (Yes/No)	Nationality	Identity Document Number	Percentage of ownership/ control (%)

Section 6: Financial statements declaration

(For entities with Annual Turnover below KES 50M, Asset base below KES 20M, and number of employees not exceeding 25. All other entities to provide audited financial statements.)

(a) Balance sheet

Assets	Amount(KES)
Company's total value (Approximate valuation amount), Property and Equipment Value, Stock, Cash in Hand + Cash at Bank and Account Receivables (Money due by third parties)	
Total Assets	
Liabilities & Equity	Amount (KES)
Liabilities	
Loans/debts owed, Account Payable - Payments due to suppliers and Taxes Payable	
Total Liabilities	
Equity	
Capital injected in company	
Total Equity	
Total Liabilities & Equity	

(b) Income statement

Revenue	Amount (KES)
Revenue from Sales and Services	
Other Income/Revenue	
Expenses	Amount (KES)
Payroll, advertising, rent, utilities, office supplies, software, etc.	
Other miscellaneous costs	
Profit	



Section 7: Specimen signature form

(Bank use only)

Account number _____

Signing Instructions _____

The names and details of persons captured in this Section should be the persons specified in Section 5B of this document.

Full Names

Specimen signature

Affix photo of Signatory

Authority/Mandate e.g. category A, B, C where applicable

Full Names

Specimen signature

Affix photo of Signatory

Authority/Mandate e.g. category A, B, C where applicable

Full Names

Specimen signature

Affix photo of Signatory

Authority/Mandate e.g. category A, B, C where applicable

Full Names

Specimen signature

Affix photo of Signatory

Authority/Mandate e.g. category A, B, C where applicable

Date (YYYY-MM-DD)

Chairman's/Director's signature

Director/Company Secretary's signature

(Bank use only) Authenticated by (Initial) _____

Date _____



Section 7: Specimen signature form

(Bank use only)

Account number _____

Signing Instructions _____

The names and details of persons captured in this Section should be the persons specified in Section 5B of this document by means of a "Y" for Yes annotation under column "Signatory on the account".

Full Names

Specimen signature

Affix photo of Signatory

Authority/Mandate e.g. category A, B, C where applicable

Full Names

Specimen signature

Affix photo of Signatory

Authority/Mandate e.g. category A, B, C where applicable

Full Names

Specimen signature

Affix photo of Signatory

Authority/Mandate e.g. category A, B, C where applicable

Full Names

Specimen signature

Affix photo of Signatory

Authority/Mandate e.g. category A, B, C where applicable

Date (YYYY-MM-DD)

Chairman's/Director's signature

Director/Company Secretary's signature

(Bank use only) Authenticated by (Initial) _____

Date _____



I have read, understood and agree to the Consolidated Terms and Conditions for Account Opening, Electronic Banking and e-Statement and e-Alert". The link to the document is <https://shorturl.at/9IH5X> and the QR code to scan is below.

Signature Applicant 1: _____ Date _____

Signature Applicant 2: _____ Date _____

Signature Applicant 3: _____ Date _____



**Scan QR code for
Terms & Conditions**

Section 8: Approval (for bank use only)

KYC/FICA requirements, Trade references, Bank reports, Bank statements and Credit checks _____

Business address and/or trade name(s) verified: Y ☐ N ☐ Premises visited: Y ☐ N ☐ Date visited: _____

Premises verification undertaken by _____ Signature _____

Sector ID Number _____ Industry ID Number _____

Verification documents required in respect of the account holder

Does this account form part of a group? Y ☐ N ☐ If yes, group number _____

Trade references, bank reports/statements/KYC/CTF/OFAC/UNSC _____

Completed by _____ Personnel No. _____ Checked by _____ Personnel No. _____

Credit check

Completed by _____ Personnel No. _____ Checked by _____ Personnel No. _____

Approved by _____ Personnel No. _____ Released by _____ Personnel No. _____

Authorised signatory

Signature: _____ Signature: _____

Name: _____ Name: _____

Designation (where applicable): _____ Designation (where applicable): _____

Date (DD-MM-YYY): _____ Date (DD-MM-YYYY): _____

***Company seal (where available)**

For more information or queries, contact us at:

Customer Care Centre (CCC)

Tel: +254 (20) 3268888 / +254 (20) 3268999

Mobile: 0711 068888 or 0732 113888

customercare@stanbic.com

Website: www.stanbicbank.co.ke