

## ACCOUNT OPENING CHECKLIST

- If applicable
- Mandatory
- ▲ For reference only

	Company Account	Association Account	Partnership Account	Sole Proprietorship Account
<b>A. Bank Forms</b>				
1. Application for Account Opening a) Current Account application form b) Fixed Deposit application form	●	●	●	●
2. Specimen Signature	●	●	●	●
3. Common Reporting Standard ("CRS") and Foreign Account Tax Compliance Act ("FATCA") Tax Residency Status Self-Certification Form for ENTITIES	●	●	●	●
4. Client Attestation Form	●	●	●	●
<b>B. Legal Documents</b>				
1. Board Resolution / Bank Mandate / Power of Attorney	●	■	■	■
2. Certificate of Incorporation or equivalent	●	●	●	●
3. Memorandum and Articles of Association / Statutes / Bye Laws / Partnership Agreement / Instrument which defines the constitution	●	■	●	■
4. ACRA Business Profile for Singapore registered entities / Company Search Extract / Registry / Certificate of Incumbency / Certificate of Good Standing / Certificate of Name Change	●	●	●	●
5. Directors Listing	●		■	
6. Approval Letter from IE Singapore / MAS (*Mandatory for Singaporean FI/Representative office in Singapore's account)	■			
7. Latest Audited Annual Report / Financial Statement	■	■	■	■
<b>C. Identification of Signers</b>				
1. Identity Card (front and back) / Passport Copy (photo and back page)	●	●	●	●
2. Residential Address Proof	●	●	●	●
<b>D. Comsuite (Internet Banking)</b>				
1. Comsuite Application Forms	Refer to "CMS-Related Application Forms and Guides" section <a href="#">HERE</a>			
<b>E. Master Terms of Business</b>				
1. Master Terms of Business for Banking	▲	▲	▲	▲
2. Country Addendum Singapore	▲	▲	▲	▲