



EXIM BANK

Innovation is life



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ACCOUNT OPENING - CHECK LIST

INDIVIDUAL ACCOUNT

Signature
Copy of ID/Passport
Two recent passport photos
Proof of address (Utility bill, introduction letter)
Birth Certificate(Minor)
KFD(Key Facts Document)
General terms and Conditions signed

SOLE PROPRIETORSHIP ACCOUNT

Documents
Copy of ID/Passport
Two recent passport photos
TIN certificate
Registration Certificate
Statement of particulars
Practising certificate(Sole Proprietorship offering professional services)
Proof of address (Utility bill)
Trading license/ Operating license
KFD(Key Facts Document)
General terms and Conditions signed

PARTNERSHIP ACCOUNT

Documents
Copy of ID/Passport
Two recent passport photos
TIN certificate
Registration Certificate
Statement of Particulars
Partnership deed
Practising certificate(Partnerships offering professional services)
Proof of address (Utility bill)
Trading license/ Operating license
KFD(Key Facts Document)
General terms and Conditions signed

LIMITED COMPANY ACCOUNT

Documents
Copy of ID/Passport of authorized Directors/signatures
Two recent passport photos for the signatories
TIN certificate
Copy of Certificate of incorporation
Memorandum and Articles of Association
Copy of registered Board Resolution on the letter head
List of Directors(Form 7 and Form 8 incase of change)
Proof of address (Utility bill) for company and signatories
Trading license/ Operating license
KFD(Key Facts Document)
General terms and Conditions signed

CLUB/ SOCIETY/ASSOCIATION/TRUST

Documents
Copy of ID/Passport of signatures
Two recent passport photos
TIN certificate
Registration Certificate
Copy of rules/constitution
Copy of registered resolution on letter head
Proof of address (Utility bill)
KFD(Key Facts Document)
General terms and Conditions signed