

JONORO RURAL BANK PLC.

ACCOUNT OPENING FORM -Entities (Incorporated and Non-Incorporated)



JOMORO RURAL BANK PLC

Limited Liability Company Partnership _ Other (Specify)			oprieto	rsnip [IV	1MD/	ιs		nariti	es _			
Account Type Current Account Savings			ACCO	олит	NO.	(For offic	e use onl	v)					
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RANCH FAMP													
. COMPANY DETAILS (Please complete Company/Business Name	e in BL	.OCK	LETT	ERS a	nd ti	ck w	here	nec	ess	ary)			
ertificate of Incorporation/Registration Nur	mber												
Date of D D M M corporation/Registration				Incorp	oratic	on/Re	gistra	ation					
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3. KEY CONTACT PERSON /PRINCIPAL OFFICER DETAILS
Surname
Date of Birth D D M M Y Y Y Y Gender M F Mother's Maiden Name
Type of Identification ID number
ID Issue Date _{D D M M} Y Y Y Y ID Expiry Date _{D D M M} Y Y Y Y
Job Title Position
Residential Address
Metropolitan, Municipal District Assembly Area (MMDA) Region
Phone Number1 Mobile Number
Phone Number2 Other Number
Email Address
4. ACCOUNT SIGNATORY'S DETAILS (1)
First Name
Middle Name(s)
Date of Birth D D M M Y Y Y Gender M F Mother's Maiden Name
Date of Birth D M M Y Y Y Y Gender M F Mother's Maiden Name
Nationality RESIDENT PERMIT NO.
Type of Identification ID number

ID Issue Date	D D M I	MYYYY	ID Expiry Date	D D M M Y Y Y
Occupation				
Job Title				Position
Residential A	ddress		<u> </u>	
Nearest Land	mark			
City/Town				
Metropolitan,	Municipal Distri	ict Assembly Area (MMDA	<i>z</i>)	Region
Phone Numb	er1		Mob	ile Number
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Email Addres	s			
Class of Signa	atory (please indi-	icate class in the box provid ¬	ed)	D D M M Y Y Y
		Signature	I	Date
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Surname				
First Name				
Middle Name	(s)			
Date of Birth	D D M M	Y Y Y Y Gender	M F Mot	her's Maiden Name
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Nationality				RESIDENT PERMIT NO.
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Job Title			F	Position
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Nearest Land	mark			
City/Town			<u> </u>	

Metropolitan, Municipal District Assembly Area (MMDA)	Region
Phone Number1	Mobile Number
Phone Number2	Other Number
Email Address	
Class of Signatory (please indicate class in the box provided)	
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Signature	Date
6. ACCOUNT SIGNATORY'S DETAILS (3)	
Surname	
First Name	
Middle Name(s)	
Date of Birth D D M M Y Y Y Y Gender M F	Mother's Maiden Name
Nationality	
	RESIDENT PERMIT NO.
Type of Identification	ID number
ID Issue Date D M M Y Y Y Y ID Expiry	Date D D M M Y Y Y Y
Occupation	
Job Title	Position
Residential Address	
Nearest Landmark	
City/Town	
Metropolitan, Municipal District Assembly Area (MMDA)	Region
Phone Number1	Mobile Number
Phone Number2	Other Number
Email Address	
Class of Signatory (please indicate class in the box provided)	
Signature	D D M M Y Y Y Date

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Middle Name(s)
Date of Birth D M M Y Y Y Y Gender M F Mother's Maiden Name
RESIDENT PERMIT NO.
ID number ID Number
ID Issue Date D D M M Y Y Y Y ID Expiry Date D D M M Y Y Y Y
Job Title Position
Status as a Director (Pls tick as appropriate) Chairman Managing Director/Chief Executive Officer Executive Director Non-Executive Director Chief Financial Officer Other (Pls Specify) Position/Office of the Officer
Residential Address
Nearest Landmark
Metropolitan, Municipal District Assembly Area (MMDA)
Phone Number1 Mobile Number
Phone Number2 Other Number
Email Address
9. DETAILS OF THE DIRECTORS/EXECUTIVES/TRUSTEE/PROMOTER/EXECUTORS/ADMINISTRATORS ETC (3)
First Name
Middle Name(s)
Date of Birth D D M M Y Y Y Gender M F Mother's Maiden Name
Nationality RESIDENT PERMIT NO.

Type of Identification	ID number
ID Issue Date	ID Expiring Date D M M Y Y Y Y
Occupation	
	Position
Status as a Director (Pls tick as appropriate) Chairman Managing Director/Chief Executive Officer	Executive Director Non-Executive Director
Chief Financial Officer Other (Pls Specify)	
Position/Office of the Officer	
Residential Address	
Nearest Landmark	
City/Town	
Metropolitan, Municipal District Assembly Area (MMDA)	Region
Phone Number1	Mobile Number
Phone Number2	Other Number
Email Address	
10. DETAILS OF THE DIRECTORS/EXECUTIVES/TRUST Surname	EE/PROMOTER/EXECUTORS/ADMINISTRATORS (4)
First Name	
Other Name	
Date of Birth D D M M Y Y Y Y Gender M	F Mother's Maiden Name
Nationality	RESIDENT PERMIT NO.
Type of Identification	ID number
ID Issue Date	ID Expiry Date
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c). Full Name of Shareholder

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d). Full Name of Shareholder

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e). Full Name of Shareholder

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12. DETAILS OF ACCOUNT HELD WITH OTHER BANKS BY THE PROSPECTIVE CUSTOMER

NO.	NAME AND ADDRESS OF BANK/BRANCH	ACCOUNT NAME		A	CC	OUN	NT N	NUM	IBE	R				STATUS: ACTIVE/ DORMANT
1.														
2.														
3.														
4.														
5.														

13. ACCOUNTS SERVICE(S) REQUIRED (Please tick any applicable option below)

Card Preferences	ATM Card	GH Link	Others (Please specify)	
Electronic Banking Pref	ferences Internet	Banking 🔄 Mobi	e Banking Others (Ple	ease specify)
Transaction Alert Prefer	rences Email A	lert 🗌 SMS	S Alert	
Statement Preference Statements to be collecte	d at the Branch/A	gency	Statement Freq Semi-Annually	

14. LETTER OF SET-OFF	
	(Title)
Bank	
LETTER OF SET-OFF	
I/We agree that you (in addition to any general lien of at any time and without notice to me / us) combine liabilities to you and set off or transfer any sum stan cheques, valuable, deposits, securities, negotiable i	nstruments or other assets belonging to me / us with you in o you or any other account or in any respect, whether such
Authorized Signature of the Customer/Representative & Date	Authorized Signature of the Customer/Representative & Date
15. LETTER OF INDEMNITY I/We undertake to indemnify the Bank for any loss information provided to the Bank.	suffered as a result of any false information or error in the
16. ACCOUNT OPENING MANDATE	
(Please tick as appropriate)	
a) Account Type	
	er Types of Account
b) Account Name	
c) Account Number (For Bank Use Only)	
d) Mandate authorization / Combination Rule (Pleas Sole Signatory Two or more	se tick as appropriate)
If two or more are to sign, please specify	
i) Name: Surname	
Other Name	
Class of Signatory Identification Type	
Identification No.	
Telephone Number	
Signature and Date	
PHOTO(S)	
	PHOTO(S)
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Surname	FOR BANK USE ONLY		FOR BANK USE ONLY
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Image: Signature FOR BANK USE ONLY	ii) Name: Surname Other Name Class of Signatory Identification Type		
Image: Signature FOR BANK USE ONLY	Telephone Number		
Name Signature iii) Name:		PHOTO(S)	PHOTO(S)
Surname Other Name Class of Signatory Identification Type Identification No. Telephone Number Signature and Date PHOTO(S) PHOTO(S) PHOTO(S)		Signature	Name Signature
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17. DECLARATION / DISCLOSURE

DECLARATION

I/We hereby apply for the opening of account(s) withBank. I/We understand that the information given herein and the documents supplied are the basis for opening such account(s) and I/We therefore warrant that such information is correct.

I/We further undertake to indemnify the Bank for any loss suffered as a result of any false information or error in the information provided to the Bank.

DISCLOSURE TO CREDIT REFERENCE BUREAUX

The Bank shall obtain any information about you from the credit reference bureaux to check your credit status and identity. The bureaux shall record our enquiries which may be seen by other institutions that make their own credit enquiries about you.

The Bank shall also disclose your credit transactions to credit reference bureaux in accordance with Credit Reporting Act, 2007 (Act 726).

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18. WITNESS:

In the	presence of	
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I/We agree that the Bank shall obtain any information about us from the Credit Reference Bureaux to check our status and identity.

FOR BANK USE ONLY

1. REQUIREMENTS CHECKLISTS

1. Account opening form duly completed Image: Completed opening form duly completed 3. Certificate of Incorporation Image: Completed opening form duly completed 3. Certificate of Registration Image: Completed opening form duly comple	NO.	DOCUMENTS REQUIRED	CHECKED	DEFERRED	WAIVED	N/A
3. Certificate of Incorporation Image: Certificate of Registration 4. Certificate of Registration Image: Certificate of Registration provides the prospective Club, Society or Charity 5. Form A details of Ownership showing registration of Business name, Registration receipt (Current year) Image: Certificate of Commence Business 6. Copy of constitution rules of the prospective Club, Society or Charity Image: Certificate of Commence Business 7. Certificate to Commence Business Image: Certificate of Commence Business Image: Certificate of Commence Business 8. Board Resolution to Open Account Image: Certificate of Commence Business Image: Certificate of Commence Business 10. Tax Clearance Certificate Image: Certificate of Commence Certificate Image: Certificate of Certificate Certificate of Certificate Certificate Certificate Certificate Certificate Certificate Certificate Image: Certificate Certificate 17. Introduction letter (Where applicable) Image: Certificate Certificate Certificate Image: Certificate 18. Banker's Op	1.	Account opening form duly completed				
4. Certificate of Registration 5. Form A details of Ownership showing registration of Business name, Registration receipt (Current year) 6. Copy of constitution rules of the prospective Club, Society or Charity 7. Certificate to Commence Business 8. Board Resolution to Open Account 9. Memorandum and Article of Association 10. Tax Clearance Certificate 11. Tax Identification Number (TIN) 12. Partnership Deed (where applicable) 13. Approval Letter (MMDAs) <t< td=""><td>2.</td><td>Specimen signature card duly completed</td><td></td><td></td><td></td><td></td></t<>	2.	Specimen signature card duly completed				
5. Form A details of Ownership showing registration of Business name, Registration receipt (Current year) Image: Construct the prospective Club, Society or Charity 7. Certificate to Commence Business Image: Construct the prospective Club, Society or Charity 8. Board Resolution to Open Account Image: Construct the prospective Club, Society or Charity 9. Memorandum and Article of Association Image: Construct the prospective Club, Society or Charity 10. Tax Clearance Certificate Image: Construct the prospective Club, Society or Charity 11. Tax Identification Number (TIN) Image: Construct the prospective Club, Society or Charity 12. Partnership Deed (where applicable) Image: Construct the prospective Club, Society or Charity 13. Approval Letter (MMDAs) Image: Construct the prospective Club, Society or the account with name written on the reverse side 14. Trust Deed Image: Construct the prospective Club, Society or the account with Grana Investment Promotion Centre (where applicable) Image: Construct the prospective Club, Society or Construct the prospective Club, Society or Construct the prospective Club, Society or Club,	3.	Certificate of Incorporation				
Registration receipt (Current year) 6. Copy of constitution rules of the prospective Club, Society or Charity 7. Certificate to Commence Business 8. Board Resolution to Open Account 9. Memorandum and Article of Association 10. Tax Clearance Certificate 11. Tax Identification Number (TIN) 12. Partnership Deed (where applicable) 13. Approval Letter (MMDAs) <td>4.</td> <td>Certificate of Registration</td> <td></td> <td></td> <td></td> <td></td>	4.	Certificate of Registration				
7. Certificate to Commence Business	5.	Registration receipt (Current year)				
8. Board Resolution to Open Account Image: Constraint of the second open and second voter's License and Voter's ID Card.	6.	Copy of constitution rules of the prospective Club, Society or Charity				
9. Memorandum and Article of Association Image: Control of Contre of Control of Control of Co	7.	Certificate to Commence Business				
10. Tax Clearance Certificate Image: Clearance Certificate 11. Tax Identification Number (TIN) Image: Clearance	8.	Board Resolution to Open Account				
11. Tax Identification Number (TIN) 12. Partnership Deed (where applicable) 13. Approval Letter (MMDAs) 14. Trust Deed 15. Act / Gazette (for Government Agency) (where applicable) 16. Two (2) passport sized photographs of each signatory to the account with name written on the reverse side 17. Introduction letter (where applicable) 18. Banker's Opinion 19. Resident Permit (for non-Ghanaians) 20. Evidence of Registration with Ghana Investment Promotion Centre (where applicable) 21. Evidence of Registration with other Government Agency/Agencies 22. Search Report (Registrar General's Department) 23. Power of Attorney (where applicable) 24. Letter of indemnity 25. Proof of Company Address 26. Business	9.	Memorandum and Article of Association				
12. Partnership Deed (where applicable) 13. Approval Letter (MMDAs) 14. Trust Deed 15. Act / Gazette (for Government Agency) (where applicable) 16. Two (2) passport sized photographs of each signatory to the account with name written on the reverse side 17. Introduction letter (where applicable) 18. Banker's Opinion 19. Resident Permit (for non-Ghanaians) 20. Evidence of Registration with Ghana Investment Promotion Centre (where applicable) 21. Evidence of Registration with other Government Agency/Agencies 22. Search Report (Registrar General's Department) 23. Power of Attorney (where applicable) 24. Letter of indemnity 25. Proof of Company Address 26. Business Premises visitation certificate	10.	Tax Clearance Certificate				
13. Approval Letter (MMDAs) Image: Constraint of the second	11.	Tax Identification Number (TIN)				
14. Trust Deed Image: Constraint of the second	12.	Partnership Deed (where applicable)				
15. Act / Gazette (for Government Agency) (where applicable) Image: Constraint of the second with name written on the reverse side Image: Constraint of the second with name written on the reverse side Image: Constraint of the second with name written on the reverse side Image: Constraint of the second written on the reverse side Image: Constraint of the second written on the reverse side Image: Constraint of the second written on the reverse side Image: Constraint on the reverse side Image: Constreverse side Image: Constreverse side </td <td>13.</td> <td>Approval Letter (MMDAs)</td> <td></td> <td></td> <td></td> <td></td>	13.	Approval Letter (MMDAs)				
16. Two (2) passport sized photographs of each signatory to the account with name written on the reverse side	14.	Trust Deed				
with name written on the reverse side	15.	Act / Gazette (for Government Agency) (where applicable)				
18. Banker's Opinion Image: Control of Contrecont of Control of Control	16.					
19. Resident Permit (for non-Ghanaians) Image: constraint of the state of	17.	Introduction letter (where applicable)				
20. Evidence of Registration with Ghana Investment Promotion Centre (where applicable)	18.	Banker's Opinion				
(where applicable)Image: constraint of the second seco	19.	Resident Permit (for non-Ghanaians)				
22. Search Report (Registrar General's Department) 23. Power of Attorney (where applicable) 24. Letter of indemnity 25. Proof of Company Address 26. Business Premises visitation certificate 27. Proof of Identity of all Signatories and Directors/Officers whose names appear on the account opening forms/documents – Passport, National ID Card, National Driver's License and Voter's ID Card. 28. Proof of Identity of all Signatories and Directors/Officers whose names appear on the account opening forms/documents – Utility bill (Certified true copy is acceptable if original is not held 29. Two completed satisfactory reference forms 30. Copy of the audited Financial statements/statement of affairs	20.					
23. Power of Attorney (where applicable) 24. Letter of indemnity 25. Proof of Company Address 26. Business Premises visitation certificate 27. Proof of Identity of all Signatories and Directors/Officers whose names appear on the account opening forms/documents – Passport, National ID Card, National Driver's License and Voter's ID Card.	21.	Evidence of Registration with other Government Agency/Agencies				
24. Letter of indemnity	22.	Search Report (Registrar General's Department)				
25. Proof of Company Address	23.	Power of Attorney (where applicable)				
26. Business Premises visitation certificate Image: Constraint of the constra	24.	Letter of indemnity				
27. Proof of Identity of all Signatories and Directors/Officers whose names appear on the account opening forms/documents – Passport, National ID Card, National Driver's License and Voter's ID Card. ID Card, National Driver's License and Voter's ID Card. 28. Proof of Identity of all Signatories and Directors/Officers whose names appear on the account opening forms/documents – Utility bill (Certified true copy is acceptable if original is not held Image: Certified true copy of the audited Financial statements/statement of affairs 30. Copy of the audited Financial statements/statement of affairs Image: Certified true copy is acceptable if original is not held	25.	Proof of Company Address				
appear on the account opening forms/documents – Passport, National ID Card, National Driver's License and Voter's ID Card. Image: Card Card Card Card Card Card Card Card	26.	Business Premises visitation certificate				
appear on the account opening forms/documents – Utility bill (Certified true copy is acceptable if original is not held 1 29. Two completed satisfactory reference forms 1 30. Copy of the audited Financial statements/statement of affairs 1	27.	appear on the account opening forms/documents - Passport, National				
30. Copy of the audited Financial statements/statement of affairs	28.	Proof of Identity of all Signatories and Directors/Officers whose names appear on the account opening forms/documents – Utility bill (Certified true copy is acceptable if original is not held				
	29.	Two completed satisfactory reference forms				
31. Others (please specify)	30.					
	31.	Others (please specify)				

*Note

Originals and photocopies of documents mentioned above must be provided.

2. KYC RISK PROFILE Please tick appropriate risk profile

Low		Medium		H	High	
Please refer the AM Indicate which Dire (PEP)	/IL/CFT Handbook actor, Executive, Trustee	e, Promoter,	Executor or	Administrator is a	Politically Exp	osed Person

Position

Name

FOR BANK USE ONLY

A. ACCOUNT OPENED BY:	
Signature:	Date
Name	
Signature:	Date
B. DEFFERAL / WAIVER OF DOCUMENTS (IF ANY) AUTHORIZ	ZED BY:
	D D M M Y Y Y
Signature:	Date
Name	
Signatura	
Signature:	Date
C. ADDRESS VERIFICATION CARRIED OUT BY:	
Name	
	D D M M Y Y Y
Signature:	
Signature:	
	Date
COMMENT(S): (Address description and Result Findings)	
D. ACCOUNT OPENING AUTHORIZED/APPROVED BY:	
Name	
	D D M M Y Y Y
Signature:	
Name	
Signature:	D D M M Y Y Y