



CURRENT ACCOUNT OPENING DOCUMENT
(LOCAL & FOREIGN CURRENCIES)

CORPORATE ACCOUNT
(PRIVATE & PUBLIC SECTORS)

Bank

PRIVATE SECTOR

GUIDE TO OPENING LIMITED LIABILITY COMPANY CURRENT ACCOUNT

Please complete all relevant portions of the Application Form and Account Opening Mandate and return the package along with the following documents:

1. One completed signature cards;
2. Two passport-sized photographs of each of the signatories to the account.
3. Two references from current account holders, preferably from FiBANK account holders.
(Detachable forms are included in this package)
4. Identification documents for signatories to the account, e.g. Driving license, International Passport or National Identity Card. Original to be presented for sighting.
5. Copy of Certificate of Incorporation (Original to be presented for sighting by the Bank).
6. Copy of Memorandum & Articles of Association of the company duly signed by the subscribers (Original to be presented for sighting by the Bank).
7. Copy of Certificate of Registration (Original to be presented for sighting by the Bank).
8. Company's Board Resolution to open account with First International Bank on a letter headed paper indicating the signatories and mandate to operate the account.
9. Current Resident Permit of the signatory (ies) to the account (for foreigners).
10. Recent Utility Bills- NPA, Guma Water or Sierratel Bills.
11. Initial Deposit of Le 300,000, USD 500, GBP 500 or EUR 500

First International Bank

DATE.....

ACCOUNT NUMBER.....

THE MANAGER
First International Bank
.....BRANCH

Dear Sir/Madam,

APPLICATION TO OPEN CURRENT ACCOUNT

We request the opening of a current account with your bank and wish to provide the following information:

COMPANY NAME.....

CERTIFICATE OF INCORPORATION NUMBER.....

DATE OF INCORPORATION.....

BUSINESS ADDRESS.....

REGISTERED OFFICE (IF DIFFERENT FROM ABOVE).....
.....

CORRESPONDENCE ADDRESS (WHERE DIFFERENT FROM BUSINESS ADDRESS).....

TELEPHONE NUMBER (S)

FAX..... E-MAIL ADDRESS.....

NATURE OF BUSINESS.....

NAMES OF DIRECTORS/KEY CONTACT PERSON (S)

NAME	DESIGNATION
.....
.....
.....

ACCOUNTS WITH OTHER BANKS IN SIERRA LEONE (INCLUDING FIB BRANCHES)

BANK 1

NAME.....

ADDRESS.....

ACCOUNT NUMBER.....

BANK 2

NAME.....

ADDRESS.....

ACCOUNT NUMBER.....

PROPOSED INITIAL DEPOSIT.....

REFERENCES

NAME AND ADDRESS	BUSINESS OCCUPATION	BANKERS
1
.....		
.....		
2
.....		
.....		

DECLARATION:

We apply for the opening of an account or accounts with First International Bank. We understand that the information given herein is the basis for opening such account (s) and therefore warrant that such information is correct.

Authorised Signature

Date

Authorised Signature

Date

Account Number.....

SIGNATURE MANDATE (CORPORATE) Date Account opened.....

Account Name.....
(In Block Letters)

Permanent Address.....

Introduction..... Telephone No.....

Nature of Business.....

SIGNATURE MANDATE

(1) TITLE : (Mr, Mrs, Etc)
PHOTOGRAPH

NAME

CAPACITY

Specimen Signature

(2) TITLE: (Mr, Mrs, Etc.)
PHOTOGRAPH

NAME

CAPACITY

Specimen Signature

(3) TITLE: (Mr, Mrs, Etc.)
POTOGRAPH

NAME

CAPACITY

Specimen Signature

(4) TITLE: (Mr, Mrs, Etc.)
PHOTOGRAPH

NAME

CAPACITY

Specimen Signature

(5) TITLE: (Mr, Mrs, Etc.)
PHOTOGRAPH

NAME

CAPACITY

Specimen Signature

(6) TITLE: (Mr, Mrs, Etc.)
PHOTOGRAPH

NAME

CAPACITY

Specimen Signature

(7) TITLE: (Mr, Mrs, Etc.)
PHOTOGRAPH

NAME

CAPACITY

Specimen Signature

(8) TITLE: (Mr, Mrs, Etc.)
PHOTOGRAPH

NAME

CAPACITY

Specimen Signature

Signature mandate:

Authenticated by:

Company Stamp:

**Relationship Officer's
Approval and Date**

BOARD RESOLUTION

I..... Company Secretary of

..... A company (hereunder referred to as "the Company")
organized and existing under the laws of

Hereby certify to First International Bank that a meeting of the Board of Directors of the
said Company was duly called and held in the City of.....

.....On theday of20.....

That at the meeting, a quorum was present and throughout, and that the following
resolutions and motions duly made and seconded were unanimously adopted and are
now in full force and effect.

DEPOSITS

- 1. RESOLVED, that an account be opened with First International Bank
(hereinafter referred to as the "Bank")
- 2. RESOLVED, that the bank is hereby designated as a depository of the company
and that the officers and the agents of the Company be and hereby is authorized
to deposit any of the funds of the company in the Bank either at its head office or
any of its branches.
- 3. RESOLVED, that until the further order of this Board of Directors, any funds of
the Company deposited in the Bank be subject to the withdrawal or charge at any
time upon cheques, notes, drafts, bills of exchange, acceptances, undertakings,
or other instruments or orders for the payment of money when signed, drawn,
accepted or endorsed on behalf of the Company by the officers particulars of
which are furnished hereunder.

PAYMENTS

- 4. The Bank is hereby authorized to pay any such instrument without inquiry as to
the circumstances of the issue or the disposition of the proceeds even if drawn to
the individual order of any signing persons, or payable to the Bank or others for
his account.
- 5. RESOLVED, that the said officers are hereby authorized on behalf of the Company

- (i) To borrow money and to obtain credit for the Company from the Bank on any terms and conditions.
- (ii) To grant security interests in and/or assign and deliver, as security for money borrowed or credit obtained, any property now or hereafter held by or belong to the Company.
- (iii) To execute and deliver all security and other arrangements, financing statements and other papers required by the Bank in connection with any of the foregoing matters and affixes thereto the seal of the Company.

SIGNATURE

- 6. RESOLVED, that the Bank be promptly notified in writing by the secretary or any other officer of the Company of any change in the present officers of the Company or of these resolutions, such notice be given to each office of the Bank in which any accounts of the Company may be maintained, and that until it has actually received such notice in writing, it is authorized to act in pursuance of these resolutions.
- 7. The Company understands and agrees:
 - (i) that the Bank is under no obligation to honour any cheque(s) drawn on its accounts unless there are sufficient funds in the accounts to cover the value of the said cheque(s). The Company understands and agrees that such cheque (s) may be returned to the presenter unpaid.
 - (ii) that any queries with regard to entries on the Company's bank statement will be made within fifteen days of the dispatch of the bank statement. Failing receipt by the bank of a notice of queries with regard to the entries within 15 days from the date of dispatch of the Company's statement as to the Company's bank statement, it will be assumed by the bank that the statement as rendered is correct.
 - (iii) the Company understands that any sums standing to the debit of the current account shall be liable to interest charges at the rate fixed by the Bank from time to time. The Bank is authorized to debit from the account the usual banking charges, interest, commissions, e.t.c.

I FURTHER CERTIFY that there is no provision in the regulations of the Company limiting the power of the Board of Directors to pass the foregoing resolutions and the same are in conformity with the provisions of the said regulations.

NAME	CATEGORY	SIGNATURE
1. Title		
2. Title		
3. Title		
4. Title		
5. Title		

MANDATE: ANY.....TO SIGN ALONE/JOINTLY

IN WITNESS THEREOF, I have hereunto set my hand as secretary to the company
and affixed the corporate seal this.....day of.....
200.....

.....
SECRETARY OF THE COMPANY

.....
DIRECTOR OR OTHER OFFICER

.....
TITLE

NOTE: In case the Secretary or other officer is authorized to sign cheques, notes e.t.c, by the above resolution, this Board Resolution must also be agreed by a Director of the Company.

LETTERS OF REFERENCE

The Manager,
First International Bank,

Dear Sir,

NAME

I/We wish to confirm that we have known the above named company

and/or its directors for _____

I/We would like to comment about their suitability for maintaining a current account with yourselves as follows:

I/We maintain a current account with:

Name of Bank: _____

Address: _____

and my/our Account Number is: _____

Yours faithfully,

Signature

Date

Name: _____

Address: _____

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The Manager,
First International Bank,

Dear Sir,

NAME

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and/or its directors for _____

I/We would like to comment about their suitability for maintaining a current account with yourselves as follows:

I/We maintain a current account with:

Name of Bank: _____

Address: _____

and my/our Account Number is: _____

Yours faithfully,

Signature

Date

Name: _____

Address: _____

FOR BANK USE ONLY

DOCUMENTS OBTAINED

	Yes	Deferred	Waived
TWO (2) COMPLETED SIGNATURE CARDS	[]	[]	[]
TWO (2) REFERENCE FORMS	[]	[]	[]
TWO PASSPORT PHOTOGRAPHS	[]	[]	[]
MEMORANDUM & ARTICLES OF ASSOCIATION	[]	[]	[]
CERTIFICATE OF INCORPORATION	[]	[]	[]
CERTIFICATE OF REGISTRATION	[]	[]	[]
IDENTIFICATION OF SIGNATORIES	[]	[]	[]

OTHERS:

_____	[]	[]	[]
_____	[]	[]	[]

DOCUMENTATION CHECKED BY:

C.S.O. _____
NAME SIGNATURE DATE

DEFERRAL/WAIVER OF DOCUMENTS AUTHORIZED BY:

_____ NAME SIGNATURE DATE