



APPLICATION FOR OPENING A CURRENT ACCOUNT

The Branch Manager,

Branch: Auckland

Dear Sir/Madam,

I/We request you to open a business account styled as

- 1. Sole proprietor
- 2. Partnership
- 3. Limited Company
- 4. Any other (pl. Specify)

For Office Use

Customer ID: _____

Account No: _____

Proof of identity and address obtained: _____

Officer's Signature: _____ Date: _____

Manager's Signature: _____ Date: _____

Pl. Tick relevant box. Pl. Use capitals

1. GENERAL ACCOUNT DETAILS

1. Name of the Sole Proprietor/Partners/Directors:

Sr.	Name	Designation
1		
2		
3		
4		
5		

In case of more names please attach separate sheet.

2. Operating instructions (Pls. Tick):

- Self Any one of the Directors'/Partners Jointly

Others (Pl. Specify):	
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2. DETAILS OF YOUR BUSINESS

2.1 All business types to complete

<p>Full title of your Business</p> <input type="text"/> <input type="text"/> <input type="text"/>	<p>Correspondence address of the business (if different from business trading address)</p> <input type="text"/> <input type="text"/> <input type="text"/> Postcode
<p>Company Number (if a company)</p> <input type="text"/>	<p>Business Contact number including area dialling codes</p> <p>Telephone</p> <input type="text"/>
<p>Your expected annual turnover</p> <input type="text"/>	<p>Mobile</p> <input type="text"/>
<p>Principal business activity</p> <input type="text"/>	<p>Fax</p> <input type="text"/>
<p>Date business started</p> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<p>Name of your accountant</p> <input type="text"/>
<p>Your full business trading address</p> <input type="text"/> <input type="text"/> <input type="text"/> Postcode	<p>Telephone</p> <input type="text"/>
<p>Email:</p> <input type="text"/>	<p>Email</p> <input type="text"/>
<p>Length of time at this address?</p> <p>Years Months</p> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<p>Accountant's Address</p> <input type="text"/> <input type="text"/> <input type="text"/> Postcode

If Sole proprietor or Partnership, proceed to Section 3.

If Limited Company or Limited Liability Partnership proceed to Item 2.2 and then to Section 3.

2.2 Limited Companies and Limited Liability Partnerships only to complete

<p>Account title (if different from full name of your business)</p> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<p>Registered office address of the business (if different from business trading address)</p> <input type="text"/> <input type="text"/> <input type="text"/> Postcode
	<p>Date of Incorporation/Registration</p> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

If a Limited Company proceed to section 2.3, if a Limited Liability proceed to Section 3.

2.3 For Limited Companies only to complete-confirmation of all shareholders with a holding of 20% or more:

Full Name	Shareholding (%)	Letter Provided:
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	

As company secretary/Director, I confirm that the details given above are true.

Your name (or name of Corporate Company Secretary on whose behalf you are signing)

Your Signature:

Date:

Shareholders details confirmed as per the letter attached, signed by either the Company Secretary, a formation agent, an external solicitor or an external accountant (please enclose with account opening pack)

Or

Level of each member's liability confirmed as per the letter attached for companies' limited by guarantee.

STATEMENT DETAILS

Would you like to receive paper statements ? (a) yes (b) No

Statements frequency - Daily /weekly /Monthly /quarterly/yearly

CHEQUE BOOK DETAILS

Cheque Book Size (a) 50 Leaves (b) 100 Leaves

Cheque Book Usage (a) Low (b) Medium (c) High

TAX DETAILS

(a) Resident IRD No Tax Status

Nominated Tax Rate _____

Exempt (Certificate enclosed) Expiry Date _____

3. UNDERSTANDING THE PARTIES OF THE ACCOUNT

(to be filled separately by each signatory)

Details of Sole Proprietor/Partner/Director:

<p>Your Title and Full Name</p> <p>PHOTOGRAPH</p>	<p>Your nationality</p>
<p>Position in Business</p> <p>Sole Proprietor / Partner / Director Member (LLPs) / Beneficial Owner / Mandatee/Authorised Signatory</p>	<p>Your Passport Number</p>
<p>Other (Please explain)</p>	<p>Date of Issue & Expiry of Passport</p>
<p>Your Date of Birth</p> <p>□ □ □ □ □ □ □ □</p>	<p>Name of Personal Bank & Branch</p>
<p>Percentage share in business</p>	<p>Account Number</p>
<p>Your Contact Particulars (with Area Codes)</p> <p>Home</p> <p>Mobile</p> <p>Work</p> <p>Fax</p> <p>Email</p>	<p>If you are an existing BOB customer, Your Customer ID</p>
<p>Your Home Address (Where you live)</p> <p>Postcode</p>	<p>Your agreement with us :</p> <p>I confirm that the details on this form are accurate and authorise you to make enquiries to check this information.</p> <p>I apply to open a current account (and if applicable) such other accounts with the Bank as notified by the Bank.</p> <p>I would prefer not to receive marketing material from you about your bank's products or services.</p> <p>(Please tick here) <input type="checkbox"/></p> <p>Please note that if you tick this box we will be unable to notify you about any new products or services that may be of benefit to you.</p>
<p>How long have you lived at this address?</p> <p>□ □ □ □</p>	<p>Your Signature</p>
<p>Your previous Home Address (if less than 3 years at present address)</p> <p>Postcode</p>	<p>Date:</p> <p>□ □ □ □ □ □ □ □</p>

4. KNOW YOUR BUSINESS (KYB)- INTERVIEW NOTE

Business Name

Nature of your business/activities. Describe a typical job/day. Is there any supporting business documentation (Business plan, etc.)?

Is it an existing business or a new set up? What set up costs are involved and how are they funded? (E.g. Savings, family loans, etc.)

Your activities prior to this business?

Your business premises (owned/rented/lease terms etc.)

Your expected cross-border dealings (please also name the countries).

Methods and frequency of deposits in your account (Cash, cheques, electronic payments, overseas funds)

Any other information you wish to share. Does the information supplied by the customer compare to the Companies Office Search results? If not, explain the discrepancies

Signature of Sole proprietor/Partner/Director/Company Secretary

Comments of the Manager/Officer:

Risk AssessmentL LR

MR

HR

Authorised Signatory
(Bank of Baroda (NZ) Ltd)

Date

5. SPECIMEN SIGNATURE CARD

1	Full title of account	
2	Customer ID	
3	Operating Instructions	

Sr.	Name of Authorised Signatory	Specimen Signature
1.		
2.		
3.		
4.		
5.		

On Company letterhead
(Applicable in case of companies only)

6. UNDERTAKING TO BANK OF BARODA (NZ) LTD BY COMPANY REQUESTING FOR CREDIT FACILITY

Dear Sirs,

Re: Banking facilities with yourselves

We, the Directors and Secretary of the below named Company do hereby specifically confirm that no debenture or other form of floating charge or security interest (as that term is defined under the Personal Property Securities Act 1999) has been given/agreed to be given by this company over any of the company's assets to any other bank's party.

We hereby authorise you to carry out searches of all relevant registers with respect to this company and debit the requisite expenses/charges to our account.

Yours Faithfully,

.....
(To be signed by Authorised Signatory/Director/Company Secretary).

BOARD RESOLUTION

WE HEREBY CERTIFY that the following Resolution was duly passed by the Board of Directors of the Company at a meeting of the Board duly convened and held on the and that such Resolution has been duly recorded in the Minute Book of the company.

RESOLUTION

RESOLVED:-

1. THAT an account or accounts be opened with Bank of Baroda (NZ) Ltd
2. THAT the said Bank is hereby authorized
 - (a) To honour cheques, bills of exchange and promissory notes expressed to be drawn, signed, accepted or made by or on behalf of the Company, drawn upon or made payable at the said Bank, whether the account or accounts of the Company is or are in debt or overdrawn thereby or otherwise
 - (b) To honour any orders to withdraw any or all moneys on any deposit or other account or accounts of the Company with the said Bank or any or all securities, documents or other property of the Company from time to time in possession of the said Bank.
 - (c) To act on any instructions with regard to any such account or accounts (whether in credit or in debit or overdrawn thereby) or any such transactions of the Company.

Provided that the same are signed by*

.....
.....
.....

*Insert "any one Director and the Secretary", or as the case may be.

3. THAT any cheque, bill of exchange, promissory note or other instrument shall be treated as duly endorsed by the Company if the endorsement is signed for or on behalf of the Company by*

.....
.....
.....

4. THAT any indemnity or counter-indemnity required by the said Bank from the Company in connection with the Company's business be effective if signed for or on behalf of the Company by*

.....
.....
.....

5. THAT the said Bank be furnished with a list of the Directors, Secretary and authorized officials of the Company and be from time to time informed in writing under the hand of any Director of the Company of any change which may from time to time take place therein, and be entitled to act on any such notice.

6. THAT this Resolution be communicated to the said Bank and remain in force until receipt by the said Bank of notice in writing signed by any Director of the Company altering varying withdrawals or rescinding the same.

7. That this resolution has been properly executed in accordance with the constitution of the company.

.....
Director

.....
Director / Authorised Signatory

TELECOMMUNICATION MANDATE

THIS AGREEMENT IS MADE THIS _____ day of _____ Two Thousand and _____ AND BETWEEN BANK OF BARODA (NZ) LTD, of the one part AND _____ (herein after called 'the Customer') of the party:

WHEREAS

- A. The customer has opened or may in the future open one or more accounts with the Bank and in all cases has executed or will execute mandates in respect thereof.
- B. At the request of the customer and subject as hereinafter set out the Bank has agreed to act upon instructions received by email, telephone, fax, telex, telecopier, telegram, cable or similar and in consideration thereof the customer has agreed to give the Bank the covenant undertaking and indemnity hereinafter contained.

THIS AGREEMENT WITNESS AS FOLLOWS:

1. In this agreement:

- ✓ The expression 'the customer' shall be deemed to include one or more individuals, as limited liability company, a corporation, trust or any other legal entity and their respective heirs, estates and successors.
- ✓ The expression 'the mandate' shall mean the mandate in force from time to time in respect of each account.
- ✓ Each and every covenant undertaking and liability of each signatory hereto if more than one shall be joint and several on their part and be construed accordingly.
- ✓ The singular shall include the plural and vice versa.

2. The customer hereby irrevocably and unconditionally authorises the Bank to act upon unauthenticated instructions which appear or purport to be from the customer or from the person authorised under the mandate and which are received by email, telephone, fax, telex, telecopier, telegram, cable or other means of electric communication.

The bank shall be under no duty or obligation to make inquiry onto or to, in any way to verify instructions received from the person authorised under the account mandate. Any failure on its part to do so shall not render the covenant undertaking and indemnity on the customer's part set out above invalid illegal or unenforceable and shall not impair the same in any way.

3. In the event of the Bank acting upon instructions so received THEN:

- ✓ The customer covenants and undertakes that the customer will make no claim of any kind in any jurisdiction against the Bank or its successors/agents in respect of any delay/loss damage cost or expense the customer may suffer incur or sustain directly or indirectly as a consequence our failure to carry out instructions/obligations, if we, reasonable believe that there may be fraudulent activity or other financial crime affecting the transaction or we are required not to comply with the instructions any law, regulation or court order or due (directly or indirectly) to circumstances beyond our reasonable control preventing us from offering a normal service (such as the failure of any machine, data processing system or transmission link or due to industrial dispute, terrorist threat, etc)
- ✓ The customer agrees to indemnify and to keep indemnified the Bank and its agents against all actions proceedings, liabilities, demands, claims, damages, costs and expenses which the bank or its agent may suffer incur or sustain directly or indirectly as a consequence thereof.

4. The customer encloses a duly certified copy of a resolution of our board passed on [] authorizing any one of [] to act on our behalf in giving of instructions to you and the conclusion of agreements with you by telephone, tested or untested telex or facsimile transmission.

5. This agreement shall be governed by and be construed in accordance with the laws of New Zealand and the parties hereby agree that any legal action or proceedings arising out of or in connection with this agreement may be brought in the Courts of New Zealand.

Authority to Act

(A) The authorised Persons are authorised to:

- (a) Open, operate the primary account(s), additional account(s) and any related service(s), in any way permitted by BANK OF BARODA (NEW ZEALAND) LTD including foreign currency accounts;
- (b) Notify immediately BANK OF BARODA (NEW ZEALAND) LTD of any change to the customer's name, address, telephone number or other details;
- (c) Sign cheques, withdraw money from any account(s) held with BANK OF BARODA (NEW ZEALAND) LTD. Draw, endorse, accept and discount bills of exchange and drafts and make, endorse and discount promissory notes or accept cheques and other negotiable instruments;
- (d) Issue a bank cheque, a bank draft, a certificate of deposit and any other instrument payable to, or to the order of, any party or to bearer;
- (e) Withdraw Transfer money (of any currency, and by any means) from any account(s) held with BANK OF BARODA (NEW ZEALAND) LTD to:
 - 1) A term deposit or any other investment with BANK OF BARODA (NEW ZEALAND) LTD; or
 - 2) An account with BANK OF BARODA (NEW ZEALAND) LTD or any other bank or institution
- (f) Stop payment from an account previously authorised by the customer or revoke stop payment instruction previously given to BANK OF BARODA (NEW ZEALAND) LTD by the customer;
- (g) Establish a periodic payment from an account of customer or revoke a request or instruction to establish a periodic payment from an account by the customer;
- (h) Establish and amend a documentary credit or a clean letter of credit in favour of any party;
- (i) Establish, deliver, pre-deliver, extend or cancel a forward exchange, swap, option, money market, futures, foreign exchange, currency, securities repurchase, securities buy-back or sell-back transaction, or any other derivative transaction undertaken or product traded on financial markets (whether on an exchange or not) from time to time and at any future time, or any synthesis or derivative of any of them;
- (j) Confirm, vary or cancel (to the extent permitted by BANK OF BARODA (NEW ZEALAND) LTD) a transaction entered into by the customer with BANK OF BARODA (NEW ZEALAND) LTD;
- (k) Give instructions in relation to and execute any securities, overdrafts, guarantees, indemnities, loans, term deposits, safe custody and security items;
- (l) Make, do, order or request any other transactions whatsoever in relation to any account(s) or related service(s)
- (m) Certify to BANK OF BARODA (NEW ZEALAND) LTD any matters required by BANK OF BARODA (NEW ZEALAND) LTD whatsoever including, without limitation
 - 1) That, in relation to any transaction or dealing with BANK OF BARODA (NEW ZEALAND) LTD, all corporate action that is necessary and/or desirable has been properly taken by the customer's Board of Directors, its shareholders or its entitled persons, including any meetings, ratifications, resolutions, agreements or disclosures;
 - 2) As to the solvency or financial condition of the customer;
 - 3) That any docur

mistakenly made, written, altered or sent and of not being received in whole or in part by BANK OF BARODA (NEW ZEALAND) LTD;

- 3) My/our request to BANK OF BARODA (NEW ZEALAND) LTD to accept and act on instructions by facsimile, email or telephone is for my/our convenience and benefit.
- (d) If BANK OF BARODA (NEW ZEALAND) LTD receives an instruction by telephone or facsimile that purports to have been made, sent or authorised by Authorised Persons, in accordance with this Company Account Authority, BANK OF BARODA (NEW ZEALAND) LTD may rely on that instruction without making any enquiries and the instruction will be deemed effective.

(C) Customer Acknowledgement and Obligations

The customer acknowledges and agrees that:

- (a) BANK OF BARODA (NEW ZEALAND) LTD may accept and act on any instructions that appear to have been given in accordance with this Company Account Authority;
- (b) The customer will ensure that all instructions are clear and unambiguous and the customer accepts the risk of misunderstandings in the instructions given, including any misunderstandings in connection with this Company Account Authority;
- (c) BANK OF BARODA (NEW ZEALAND) LTD is under no obligation to accept an instruction, and no instruction is operative:
 - i) Until it appears to BANK OF BARODA (NEW ZEALAND) LTD that it has been received in full and is accepted by BANK OF BARODA (NEW ZEALAND) LTD; and
 - ii) Unless it is received on a day on which BANK OF BARODA (NEW ZEALAND) LTD is open for business and within BANK OF BARODA (NEW ZEALAND) LTD's normal business hours. Any Instruction not received on such a day will be dealt with on the next day on which the BANK OF BARODA (NEW ZEALAND) LTD is open for business;
- (d) Any account(s) or related service(s) will be operated in accordance with this Company Account Authority and by the terms and conditions (as amended from time to time) applicable to BANK OF BARODA (NEW ZEALAND) LTD accounts & services, and the customer has received the copies of these;
- (e) This Company Account Authority supersedes all previous authorities given to BANK OF BARODA (NEW ZEALAND) LTD by the customer except with respect to any liabilities not yet determined and instruments already drawn or executed under a previous authority; and
- (f) Changes to the Authorised Persons and operating options in this Company Account Authority will only take effect when BANK OF BARODA (NEW ZEALAND) LTD receives a completed Notice of Variation of Company Account Authority.

(D) Declaration

The customer declares that:

- (a) The information contained in this Company Account Authority is true and correct and that all relevant information has been disclosed to BANK OF BARODA (NEW ZEALAND) LTD;
- (b) The entry into this Company Account Authority does not and will not contravene any applicable law, the customer's constitutional documents and the customer's directions and obligations under this Company Account Authority are legal, binding and enforceable;
- (c) It will provide BANK OF BARODA (NEW ZEALAND) LTD with up-to-date copies of all the customer's constitutional documents; and
- (d) Every person appointed as an authorised person is trustworthy and suitably qualified to act in accordance with this Company Account Authority. The customer has established control processes and procedures to monitor the authorised persons in discharging their obligations.

(E) Indemnity

- (a) To the fullest extent permitted by law the customer agrees to indemnify and keep indemnified BANK OF BARODA (NEW ZEALAND) LTD against each cost, loss, expense or liability (together with interest thereon) sustained or incurred by BANK OF BARODA (NEW ZEALAND) LTD as a direct or indirect result of BANK OF BARODA (NEW ZEALAND) LTD accepting and acting on an instruction or of your breach of this Company Account Authority, including:
 - i) All legal expenses on a full indemnity basis; and
 - ii) Any cost or loss sustained or incurred by BANK OF BARODA (NEW ZEALAND) LTD as a result of any discrepancy between exchange rates used when carrying out instructions; and

- iii) Where the instructions given by the customer or any other party are unauthorised, forged, fraudulent, or otherwise improperly given in accordance with this Company Account Authority.
- b) The customer shall pay interest on any amounts required to indemnify BANK OF BARODA (NEW ZEALAND) LTD under clause E from the date of demand until the date of receipt by BANK OF BARODA (NEW ZEALAND) LTD (after as well as before judgement). The rate of default interest shall be determined by BANK OF BARODA (NEW ZEALAND) LTD and published from time to time by the Bank in its general terms and conditions.
- c) The obligations of the customer under this clause E are unconditional, irrevocable, and shall survive termination of all dealings between the customer & BANK OF BARODA (NEW ZEALAND) LTD, closure of the account(s) and payment of all indebtedness owed by the customer to BANK OF BARODA (NEW ZEALAND) LTD and shall not be impaired by any act, omission, matter or thing that might discharge or impair the indemnity but for this clause and
- d) The customer authorises BANK OF BARODA (NEW ZEALAND) LTD to apply (without prior notice) any credit balance of the customer on any account with BANK OF BARODA (NEW ZEALAND) LTD in or towards satisfaction of any amounts owing under this clause E.

For Term Deposit:

I/We certify that I/We have been provided with a copy of Bank of Baroda (New Zealand) Limited's current Investment Statement for Term Deposits, that I/We have read and understood the same, and that I/We make this application with full knowledge of my / our risks and obligations.

Execution

Signed for and on behalf of the customer by:

Propreitor / Partner / Director

Propreitor / Partner / Director

Date

Date



AUCKLAND BRANCH

APPLICATION FORM FOR INTERNET/MOBILE BANKING (CORPORATE)

CUSTOMER ID:
(To be filled by Branch)

I/We request you to register my/our application for internet banking facility & link my/our accounts with your branch/other branch

NAME OF THE ACCOUNT/TITLE:

ACCOUNT NO:

DATE OF INCORPORATION/ESTABLISHMENT:

ACTIVITY:

CONSTITUTION

<input type="checkbox"/>	Sole Proprietorship	<input type="checkbox"/>	Partnership	<input type="checkbox"/>	Trust/Club
<input type="checkbox"/>	Pvt. Ltd. Co.	<input type="checkbox"/>	Public Ltd. Co.	<input type="checkbox"/>	Society
		<input type="checkbox"/>		<input type="checkbox"/>	Others PI Sp

I wish to have any of the following CORPORATE-ID* for internet banking (4 to 8 characters length)

1. _____ 2. _____ 3. _____

* CORPORATE-ID will be allotted to you subject to its availability

COMMUNICATION ADDRESS:

City: _____ State: _____ Post Code: _____

Telephone (O): _____ Telephone (R): _____ Fax No: _____

Email Address: _____ Mobile: _____

Details of any existing accounts to be linked for internet banking
(In case more number of accounts are to be linked up, separate sheet may be attached)

Branch name	Title of A/C	Account No.	Customer ID (filled by branch)	Mode of Operation



I/We would also like to avail Mobile Banking*:

Mobile Numbers for Mobile Banking: 1. _____ 2. _____

*(whenever offered by Bank of Baroda (New Zealand) Ltd

I/We authorise you for creation of our e-banking account administrator for administration of users and internet banking services to be provided to me/us. I/We understand that our account administrator will create/manage our Corporate User(s) based on the authority given by us to the bank.

Details of Account Administrator:

Full Name: _____ Designation: _____

Contact Numbers: _____ Email: _____ Signature: _____

Please Note: 1. Allocation of user ID i.e. access of various accounts to different users/divisions and maintenance of the same will be done by your Account Administrator. He will also enable & disable menus to corporate users and will create and modify pool of accounts. 2. Change in limit mapping, designation mapping & hierarchy structure will be determined by the bank on receiving written request from your Account Administrator under the signatures of authorised signatories. 3. Viewing options can be provided to any corporate users by Account Administrator. However, for transactional functionalities annexure needs to be submitted with User wise details.

Declaration: [for Corporate]:

I/We have read the terms & conditions applicable to Bank of Baroda (New Zealand) Ltd e-Banking corporate services and agree to them. I/We am/are aware that the usage of Bank of Baroda (New Zealand) Ltd e-Banking Corporate is governed by the terms & conditions which are displayed on <http://www.barodanzltd.co.nz> the site maintained by Bank of Baroda (New Zealand) Ltd and I/We have reviewed the contents of the same. Further I/We accept the terms & conditions governing internet banking of Bank of Baroda (New Zealand) Ltd applicable for bank accounts as displayed on bank's website. I/We accept and agree that I/We am/are of the contents of the terms and conditions and that all my/our rights and liabilities would be governed by the said terms & conditions by my/our act of accessing on <http://www.bobibanking.com>. I/We thereby agree to be subject to and comply with all provisions of the terms & conditions which are incorporated by reference herein and deemed to be part of this application form to the same extent as if such provisions had been set forth in full herein. Necessary Resolution/Authorization is enclosed on the letterhead.

I/We do hereby indemnify and forever keep indemnified the Bank and its successors and assigns from and against any and all claims, actions, penalties that may be made, suffered or incurred by the bank by reason of non compliance of any of the terms and conditions mentioned therein or any non compliance with any New Zealand statutes, including but non limited to sections 248 to 254 of the Crimes Act 1961.

Signature:

1. _____ Name & Designation _____

2. _____ Name & Designation _____

For Office Use

<p>For use at Branch We confirm having verified the signatures, enabled the customer ID in Finnacle Core and recommend granting E-Banking Facility</p> <p>Name & Signature of Branch Manager _____</p> <p>Signature No _____</p> <p>Br. SOL Id No _____</p> <p>Region _____</p>	<p>For Corporate Office Use [Data Center] User ID created on _____</p> <p>Name & Signature _____</p> <p>[Administrator] Password mail dispatched on _____</p> <p>Name & Signature _____</p>
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Place: _____ Date: _____

ANNEXURE I (For Granting Transactional Authority to Various Corporate Users)

Corporate Details

Sr No.	Details of Divisions/Sections within the Corporate	Details of Role/Designation within the Corporate	Hierarchy within the Corporate

Corporate User Details

Sr No.	Name of User	Preferred User ID	Date of Birth	Access Option (V/R/T)	Signature of User

*V: View Only, *R: Request for Account opening, Renewal of FD account, Request of Cheque Book, Bill Lodging, Request for Issuance of DD, Banker's Cheque, Request for LC/Guarantee Opening & Amendment,

*T: Online Transfer/Schedule transfer of funds to own account & third party account within bank

Corporate User Wise Limits for Funds Transfer

Sr No	Name of User	Individual Login ID	Designation/Role	Initiating Limit (NZD)	Approving Limit	In case of more than one Approval		Individual User ID by which approval required
						From Rs	To Rs	

Initiator is the individual user initiating the Fund Transfer request 2. Approver is the person who authorises the Fund Transfer request keyed in by the initiator 3. Initiator for and approver cannot be the same individual 4. Any Fund transfer request necessarily will involve Initiator and Approver

Please attach separate sheet if more details to be furnished.

I/We hereby confirm that mandate from the competent authority has been obtained. Necessary Resolution/Authorisation is enclosed on the letterhead.

Signature:

1. _____ Name & Designation _____
2. _____ Name & Designation _____
3. _____ Name & Designation _____
4. _____ Name & Designation _____

Place: _____ Date: _____

CHECKLIST FOR SOLE PROPRIETORSHIP/PARTNERSHIP/LIMITED COMPANY

1.	Mandate for opening Account and Specimen Signature	YES/NO
2.	Details of Sole Proprietor/Partners/Directors in the prescribed format	YES/NO
3.	Full details of Company's Bank Accounts and authority to take up reference, if Company is already maintaining account with NZ Banks	YES/NO
4.	Initial Deposit to conduct Company and other searches. Minimum amount for opening the account	YES/NO
5.	Company's last two years Audited Financial/Statements- (Certified true copy by the Director/Secretary of the Company/Notary/Bank of Baroda	YES/NO

Applicable for Limited Company only-

1.	Undertaking of the Company relating to Debenture and Floating Charge and confirmation regarding any account maintained at any of our other branches in NZ as per Performa attached including details of credit facilities availed and securities provided to other banks by the Company, if any on its Letter Head.	YES/NO
2.	Certificate of Incorporation	Certified that it is the latest version and true copy by the Director/Secretary of the Company/Notary/Bank of Baroda official
3.	Memorandum of Association	
4.	Articles of Association / Constitution	
5.	Certified copy of a Resolution of the Board of Directors (on company letter head)	YES/NO

Regulatory Requirements:

Note: In case the original documents cannot be presented for face to face verification, these are to be notarized from a Notary Public/ from our Branch, officers, if we have one.

1.	Certified true copies of Passports of all Directors, Company Secretary & Authorised Signatories of the Company	YES/NO
2.	Verification of current residential address of all concerned as stated at No. 1 above by way of certified true copies of current quarter utility bill/s.	YES/NO
3.	A brief profile of the business with expected turnover	YES/NO
4.	Telecommunication Mandate	YES/NO