



State Bank of India (Botswana) Ltd.

(CO. 2006/260)

CORPORATE ACCOUNT OPENING FORM

For Bank Use Only

Customer ID

Account No.

1. Please complete in BLOCK LETTERS and tick where appropriate
2. Please delete whichever is not appropriate

PART A – ACCOUNT OPENING

Please open Account as detailed below. We have received and read the terms and conditions for Account holders and agree to comply with them.

Type of Account required <input type="checkbox"/> Current <input type="checkbox"/> Term deposit	Currency of Account <input type="checkbox"/> BWP <input type="checkbox"/> USD <input type="checkbox"/> EUR <input type="checkbox"/> GBP <input type="checkbox"/> ZAR
Expected monthly credit in account..... Initial Deposit..... effected by (Chq/DD/TT/Trf) Source of funds.....	Cheque Book Order Please supply us Cheque Book of <input type="checkbox"/> 25 <input type="checkbox"/> 50

PART B – CUSTOMER DETAILS

- Company
 Partnership/Society
 Club/Association/Fund
 Others (*please specify*).....

Customer's Name		
Registration No.	Date of Incorporation/Registration	Mode of Operation
Registered Office Address	
Correspondence Address (Complete only if different from registered office address)		Tel Nos Mobile No..... Fax No..... Email..... Website.....

PART B – DIRECTORS/SHAREHOLDERS/AUTHORISED SIGNATURES PROFILE

	1	2
CUST ID (Bank use)		
Surname		
Name		
Omang/Passport No.		
Residential Address		
Mailing Address		
Phone No.		
Mobile No.		
Fax No.		
Email		
Profession		
Shareholder/Director/Chairman/ Secretary/Authorised Signatory/Partner/ Gerant/Manager/President/Treasurer, etc <i>(Please Specify)</i>		

	3	4
CUST ID (Bank use)		
Surname		
Name		
Omang/Passport No.		
Residential Address		
Mailing Address		
Mobile No.		
Fax No.		
Email		
Profession		
Shareholder/Director/Chairman/ Secretary/Authorised Signatory/Partner/ Gerant/Manager/President/Treasurer, etc <i>(Please Specify)</i>		

PART C – DECLARATION AND SIGNATURE

We are aware that a copy of the tariff brochure and the Code of Banking Practice are available at the branch for our perusal. In addition, there are other specific terms and conditions applicable to particular types of account. Copies of such terms and conditions are available at the bank. These terms and conditions are to be governed by and construed in accordance with the laws of Botswana.

We are aware that following the enforcement of the Financial Intelligence and Anti-Money Laundering regulations, financial institutions must take such measures as are reasonably necessary to ensure that neither they nor any service offered by them are capable of being used by a person to commit or to facilitate the commission of a money laundering offence. As such, we certify that the money remitted to this account now is not proceeds of any economic crime or money laundering activity.

We are also aware that we are required to exercise reasonable promptness in examining our bank statement or cheque/s to determine whether any payment was not authorised because of an alteration of a cheque or because of a purported signature by us or on our behalf was not provided.

Signature 1 2..... 3.....

Names

Signatures 4 5..... 6.....

Names

DATE:/...../.....

SPECIMEN SIGNATURE CARD

ACCOUNT NO.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Name of Account Holder:.....

Names of Signatories	Omang/Passport No.	Position occupied	Specimen Signatures
1.....
2.....
3.....
4.....
5.....
6.....

OPERATING INSTRUCTIONS:

Input by..... Verified by..... Approved by

NAME:..... NAME:..... NAME:.....

1. Deposits

- 1.1 We will accept for deposit to your account, cheques and other items payable to you.
- 1.2 The proceeds of cheques and other similar items deposited will only be available as cash when paid. (This situation arises because when you deposit a cheque or other item the amount is provisionally credited to your account before we receive the actual payment).
- 1.3 In the normal course, we are unable to process postdated cheques.
- 1.4 For fixed deposit the Interest Rate remains fixed until Deposit Matures

2. Deposits reversed

- 2.1 We will debit your account with the amount of any cheque or other item deposited that is unpaid. Your account will be debited with bank charges associated with these unpaid items, details of such charges are available on request.
- 2.2 We will debit your account with the amount of any cheque or other item deposited to which you are not entitled and may pay the amount to the owner thereof, whether your account is in credit or debit, and we will advise you of our action taken.

3. Payments

- 3.1 We will make payments from your account on your instructions if there are sufficient funds available.
- 3.2 By prior written arrangement, you may instruct us by means of computer or other electronic equipment to make payments from your account and we will debit your account with the amounts concerned.

4 Stop payments

- 4.1 You may stop payment of a cheque you have issued before it is presented for payment unless the bank has made a commitment to pay it, for example, certified it good for payment.
- 4.2 We may accept stop payments of debit orders but the onus rests on you to cancel the underlying contract and you indemnify the Bank against any legal action arising out of such cancellation.

5 Interest and charges

- 5.1 We will charge you interest on any overdrawn balances and we shall inform you of the applicable rate of interest charged, upon request.
- 5.2 We will charge you for various services provided, but details of such charges are available on request.
- 5.3 We may vary charges and interest rates from time to time, but will give you reasonable notice of such charges before they come into effect.

6 Statements

- 6.1 We will provide you with regular statements of your account.
- 6.2 You shall advise us within 30 days of receipt of the statement, of any entry you regard as incorrect.
- 6.3 if you fail to notify us timeously of forged or unauthorised entries on your account and this results in losses taking place, we will be entitled to refuse to refund the losses to you, provided that we have not been negligent or breached on our duty of care

7 Overdrafts

- 7.1 If your account is overdrawn without suitable arrangement, we may transfer/set off money to it from any other accounts held by you.
- 7.2 We may demand payment of all amounts owing by you at any time.
- 7.3 A certificate signed by a manager of our bank containing details of an amount, including interest, owed by you will be sufficient proof thereof unless the contrary is proved.
- 7.4 We shall regard the latest postal or residential address given by you to us as the address where notices may be given and documents in legal proceeding may be served.
- 7.5 If necessary, we may take legal action against you in an appropriate Court of Law even if our claim exceeds its jurisdiction.
- 7.6 You shall be responsible for payment of all our reasonable expenses in recovering any amounts you owe us, including legal fees on an attorney in and ownclient basis, collection fees and tracing fees or any other fees we may incur as a result of our efforts.

8 Letter of Set off

In consideration of us giving you financial and/or banking accommodation and other facilities, you agree that in addition to any other general lien or similar right to which we as bankers may be entitled by law, we may at any time and without notice to you combine or consolidate all or any of your accounts with/and liability to us and set off or transfer any sum or sums standing to the credit of any one or more of such accounts in or towards satisfaction of any of your liabilities to us on any other account or in any other respect whether such liabilities be actual or contingent, primary or collateral and several or joint.

9 Closing of account

- 9.1 We will close your account on receipt of a request in writing signed by you to do so
- 9.2 We will close your account on reasonable prior notice and shall not be obliged to give reasons for such action

10 Credit record

- 10.1 We may make enquiries about your credit record with any credit reference agency or any other relevant parties
- 10.2 We may provide credit reference agencies or any other relevant parties with regular updates regarding the conduct of your account including any failure on your part to meet these terms and conditions.
- 10.3 We may provide other banks with bank reports relating to the conduct of your account on their request

11 Confidentiality

- 11.1 We will treat all your personal information as private and confidential (even when you are no longer a customer). Nothing about your accounts nor your name and address will be disclosed to anyone, other than in four exceptional circumstances permitted by law. These are:
- 11.1.1 where we are legally compelled to do so;
- 11.1.2 where it is in the public interest to disclose;
- 11.1.3 where our interests require disclosure;
- 11.1.4 where disclosure is made at your request or with your written consent.

12 General

- 12.1 We may check by reference to third parties the correctness of details given in the application form you have completed for opening of the account
- 12.2 Bank accounts may not be ceded and or transferred to any party
- 12.3 You must notify us immediately if you are placed under an administration order, sequestrated or liquidated or placed under any other form of insolvency or legal disability
- 12.4 You must notify us immediately of any change of address.
- 12.4.1 We are entitled from time to time to request updated confirmation documents relating to Anti Money Laundering, Anti Terrorism Financing and all the required account opening documents and you agree to provide us with current ones in the premises of clause 12.4.
- 12.5 You must notify us immediately of any change in any of the details you provided is when you opened the account
- 12.5.1 We will not be held liable for losses arising from unauthorised alterations to cheques which are not readily detectable
- 12.6 We reserve the right to amend these terms and conditions and we will give you reasonable notice thereof

13 Governing Laws

The relationship between the Bank and you as the Customer is governed by the laws of Botswana

14 Fraud Prevention

You consent to us carrying out identity and fraud prevention checks and sharing information relating to this application with the Fraud Prevention Service ("FPS") or relevant Law Enforcement Agencies. Should your account conduct at any time in the future reasonably cause us to suspect that your accounts are being used for improper purposes, you consent to us providing details of this suspicions to the aforementioned agencies. You understand and agree that the record of this suspicion will then be available to other members of these agencies if they carry out credit/ other checks on your name.