



ལྷན་ཁག་རྒྱལ་ཡོངས་དངུལ་ཁང་ཚད་འཛིན།
BHUTAN NATIONAL BANK LIMITED

Version No.: 1.0

Version Date: 24/01/2019

Revision Date: 27/12/2022

Customer Information Form (Corporate)

Please complete in **CAPITAL LETTERS** and the appropriate boxes. All the fields **marked * are mandatory**

Corporate Details*		
Name of Corporate Entity:		
Legal Entity Type: <input type="checkbox"/> Government Bodies <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Public Company <input type="checkbox"/> Pvt. Company <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/Association/Club <input type="checkbox"/> National NGOs <input type="checkbox"/> International NGOs <input type="checkbox"/> Others (Please specify)		
<input type="checkbox"/> Registration No. Or <input type="checkbox"/> Business License No.:		
Registration Date:	BIT OR CIT No.:	Nature of Business:
Capital investment/Seed Fund:		
Source of fund:		

Correspondence Address/ Registered Address*	
Email ID:	Telephone No:
Fax No:	Mobile No:

Authorized Representatives/Directors of the Corporate Entity*				
Name of Representative/Director	CID Number	TPN #	% of Shares	Customer ID/Base No



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Specimen Signature		
Signature/ Thumb Impression 1 Signature/ Thumb Impression 1	Signature/ Thumb Impression 2 Signature/ Thumb Impression 2	Passport-Sized photograph (no later than 6 months)
Signature/ Thumb Impression 1	Signature/ Thumb Impression 2	Passport-Sized photograph (no later than 6 months)

CONSENT/DECLARATION	
<p>I/We hereby confirm that the information provided is true and accurate to the best of my/our knowledge and shall be fully liable if proven otherwise. In case of any changes in the information provided, I/We undertake to inform the Bank promptly.</p> <p>I/We have read the and understood the Terms & Conditions and also hereby agree to be bound by the rules and regulations in force governing the maintenance of accounts with the Bhutan National Bank Ltd (the Bank) and as amended by the Bank and/or the Royal Monetary Authority of Bhutan from time to time. I/We also agree to the disclosure of my account information as required by the regulatory authority and laws of the Kingdom.</p>	
<p>Name of the Authorized Person (s):.....</p> <p>Mobile Number (s):.....</p>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <p>Signature over Legal Stamp</p> </div>

Bank Use	
Documents Received and Processed by:	
Verified By:	Customer ID (Base Number) Allotted:



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CHECKLIST (All Original Documents to be Submitted for Verification) *

Sole Proprietor

1. Copy of valid Trade license
2. Copy of CID
3. One Passport Size Photograph
4. Authorization from proprietor if to be operated by another person
5. Company seal if any

Private/Public limited Companies

1. Copy of valid Trade license
2. Copy of CIDs of Directors/shareholders/account operator
3. One Passport Size Photograph of the account operator
4. Copy of Certificate of incorporation/Articles of Association (For Limited Companies)
5. No objection/forwarding letter from directors if to be operated by another person other than directors or any one from directors.
6. Latest financial returns for the company or, if no return is available, an estimate on annual income
7. Company seal

Partnership

1. Copy of valid Trade license
2. Copy of CIDs of the partners/account Operators
3. One Passport Size Photograph of the account Operators
4. Copy of registered partnership deed
5. Copy of Articles of Incorporation/Certificate of incorporation
6. Copy of Resolution/forwarding letter for opening account
7. Authorization from the partners if to be operated by another person
8. The latest financial returns for the partnership
9. Company seal

Trust/Club/Tshogpas/Religious Bodies/Associations

1. Registration certificate if it is CSO/CRO registered and If not registered minutes of meeting
2. Copy of CIDs of the officeholders/account Operators
3. One Passport Size Photograph of the account Operators
4. Copy of resolution/ forwarding letter duly signed by head of agency
5. Seal if any



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Government Bodies

1. Approval from the Ministry of Finance
2. Copy of CID of the account Operators
3. One Passport Size Photograph of the account Operators
4. Written authorization signed by the agency head for the concerned person(s) to open the account or undertake the transaction
5. Office Seal

National/International NGOs

1. Registration certificate if registered/If not registered minutes of meeting
2. Copy of CIDs of the officeholders/account Operators
3. One Passport Size Photograph of the account operator
4. Copy of resolution/forwarding letter duly signed by head of agency
5. Office Seal