

### CUSTOMER INFORMATION UPDATE FORM (CORPORATE)

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

<b>Account Number (s)*:</b>			
Full name of Corporate Entity:			
<input type="checkbox"/> Registration No.      Or <input type="checkbox"/> Business License No. :			
Registration Date:		BIT OR CIT No.:	
Initial Investment (Capital)* :			
<b>Head Office/Registered Address*</b>			
City/Village:		Gewog:	
Dzongkhag:			
<b>Correspondence Address*</b>			
Building/Flat No.:	Street/Road Name:	Road Name:	
City/Village: Gewog:	Gewog:	Dzongkhag:	
Email ID:	TelephoneNo:	Mobile No :	
<b>Authorized Representatives/Directors of the Corporate Entity*</b> Please provide the Articles of Association or Memorandum of Understanding or Board Resolution authorizing the persons listed below to be officially recognized as persons directly interested in this company and authorized to act on its behalf for all matters related to the company accounts maintained in this Bank**			
Name of Representative/Director	CID Number	Contact Number	Contact Number

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

Names Of Shareholders (If Companies)*	
Name	% Of shares

For sole Proprietorship: In the event of my death, I hereby declare the following nominees as the legal representatives for all the Account(s): Current Account or Term Deposit account or Recurring Account or Safe Deposit Locker maintained with your Bank in the name of..... & Account Number(s) .....

Name of Nominee(s)	CID/Passport No	Contact No	DOB	Relation to Customer	% to be paid

I. He/she has the absolute right to close any of the accounts or claim for contents in Safe Deposit Locker.  
 II. He/she also has the right to withdraw the balances lying therein, after the adjustment of any outstanding/s with this bank & receive the contents in the Safe deposit Locker.  
 III. I have read and understood the procedure for legal claim from my Deposit accounts maintained with this Ban.  
 IV. This Bank shall not be liable, once the payment/contents are made/delivered to the nominee as per the nomination details provided/declared above.

**You can revise this list at any time during the currency of the account, by providing a written application to the bank.**

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**Consent & Declaration**

I/We hereby confirm that the information provided on this form is true and accurate to the best of my/our knowledge at this time and shall be fully liable if proven otherwise. If any of the details change, I/We undertake to inform the Bank promptly.

I/We have read the and understood the Terms & Conditions and also hereby agree to be bound by the rules and regulations governing the maintenance of accounts with the Bhutan National Bank Ltd (the Bank) in force 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.

Therefore, I hereby grant my explicit consent for the collection, use, storage, and sharing of my personal data as described in the Privacy Policy. The information I provide may be used for contacting me for service-related or marketing communications, enhancing and personalizing my customer experience with BNBL and to comply with legal and regulatory obligations.

Signature over  
Legal Stamp

Name & CID#: .....

Date:   /   /

**Witness:**

Name & CID #: .....

Contact #.....

**For Bank Use Only**

Processed by	
Verified By:	

## PRIVACY POLICY

### BNB-PO-002-Privacy-Policy

1. The Bhutan National Bank gathers personal information (PII) from customers and employees for various purposes, such as account opening, loan approval, identity verification, customer response, and product or service updates.
2. The bank does not disclose customer and employee personal information (PII) with third parties or transborder sharing. However, it may share data with regulators, governments, and law enforcement agencies. Other entities may share PII data, and the bank must comply with applicable laws and guidelines.
3. The bank takes steps to protect personal details against unauthorized disclosure.
4. Our website and other online platforms use cookies and related technologies to track visitor information, make the platform easier, tailor products and services, collect user data, and analyze server logs. Some cookies are from third-party companies for web analytics and intelligence.
5. The bank protects personal data by preventing unauthorized access, but cannot guarantee data security or website entry. Users should use secure online platforms, passwords, and secure browsers, and report any unauthorized use to the bank immediately.
6. Our website may link to third-party websites, but we are not responsible for their privacy practices and encourage users to learn about their policies, even if co-branded with our logo or trademark.
7. The policy and website use are governed by Bhutanese laws and bank regulations, with the bank acting as a Data Controller, ensuring consent before access
8. Bank upholds privacy by providing various rights such as access, consent withdrawal, objecting to data processing, rectification, erasure, data portability, processing restriction, automated decisionmaking protection, and complaint lodgment.
9. Our office securely stores personal information for at least 10 years, with the information destroyed after. We do not share, sell, or rent PII, but may store it with third parties. Third parties must respect data security and treat it lawfully.
10. The detailed Policy can be found from BNBL website ([privacy\\_policy.pdf \(bnb.bt\)](#))

*I .....hereby confirm that I have read privacy policy of Bhutan National Bank Limited.*

Signature of the applicant.