

Branch	
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I/We wish to open the following account(s) with I&M Bank (Rwanda) Limited as per the following details

Account Name	
Account No. <i>(Advised by bank staff)</i>	

A. Company/Organisation Name			
Company Postal Address	Province	District	Telephone Numbers
Mobile Number	Fax Number	E-mail Address	
Physical location address of the business/organisation (Street Name)			
Date of incorporation/registration		Registration number	
Name of Parent Company (if any)			

B. Type of Business (✓) where applicable			
Limited Company <input type="checkbox"/>	Partnership <input type="checkbox"/>	Public Institutions <input type="checkbox"/>	NGO <input type="checkbox"/> Society/Association/Club <input type="checkbox"/>
Industry Sector / Description of business activity			
Estimated capital invested in figures (Rwf)			
Estimated annual turnover in figures (Rwf)		Number of Employees	

C. Other Account held currently with I&M Bank or other banks		
Bank Name	Branch	Account Number
Bank Name	Branch	Account Number

D. First Signatory			
Title	First Name	Middle Name	Last Name
ID/Passport No./Alien Registration No.			Position in the Company/Organisation
Nationality			Resident <input type="checkbox"/> Non - Resident <input type="checkbox"/>

Second Signatory			
Title	First Name	Middle Name	Last Name
ID/Passport No./Alien Registration No.			Position in the Company/Organisation
Nationality			Resident <input type="checkbox"/> Non - Resident <input type="checkbox"/>

Third Signatory													
Title	First Name					Middle Name				Last Name			
ID/Passport No. / Alien Registration No.										Position in the Company/Organisation			
Nationality										Resident <input type="checkbox"/>		Non - Resident <input type="checkbox"/>	

*Additional account signatories can request a separate form

E. Name(s) and Contact Details of Members/Shareholders				
Name(s)	Nationality	ID/Passport No.	Mobile Numbers	Shares %

F. Account Specification (√ As needed)				
Type of account to be opened				
Current account <input type="checkbox"/>	Currency:	Rwf <input type="checkbox"/>	\$ <input type="checkbox"/>	€ <input type="checkbox"/>
		£ <input type="checkbox"/>	Other <input type="checkbox"/>	specify _____
Fixed Term Deposit (Rwf) <input type="checkbox"/>	Amount		Period	
*Fixed deposits' interest rates applied may change according to market conditions. For additional Terms and Conditions, please refer to product brochure.				
<input type="checkbox"/> I/We authorize I&M Bank (Rwanda) Limited to debit my current/savings account for relevant bank charges for the selected accounts:				

Account mandate	
Signing instruction (√ as applicable)	Singly <input type="checkbox"/> Jointly, any ___ <input type="checkbox"/> Either or survivor <input type="checkbox"/> Any Other <input type="text"/>
Other signing instructions:	

G. Account facilities (√ as needed)			
I/We hereby apply for:	A Cheque Book <input type="checkbox"/>	Mobile Banking <input type="checkbox"/>	Online Banking <input type="checkbox"/>
Services to access through Mobile and Online Banking (√ As needed)			
Funds Transfer <input type="checkbox"/>	Salary Transfers <input type="checkbox"/>	eTax Payments <input type="checkbox"/>	Cheque book request <input type="checkbox"/> SMS Alerts <input type="checkbox"/> All <input type="checkbox"/>
View Statement <input type="checkbox"/>	Airtime Purchase <input type="checkbox"/>	Electricity purchase <input type="checkbox"/>	Meter No. _____

I. Account Number(s) to be registered for Mobile Banking
Mobile Number(s) to be used for Mobile Banking

II. Online Banking Registration			
I/We hereby authorize the user mentioned below, being one of the joint account holders and or signatories to access the account(s) cited below through the Online Banking facility:			
Please link the account(s) mentioned below to my Online Banking profile <input type="checkbox"/>			
Signatory Name	Account No.	Currency	Signatory profile*
*Profile of the signatory: Operator, Verifier, Approval, Operator/verifier, Verifier/Approval, All			
Email(s) to be used			
III. Ceiling On Transactions			
<input type="checkbox"/> I/We agree to retain the bank limit on transaction amounts transmitted via e-banking. <input type="checkbox"/> I/We choose to set a ceiling amount above the bank limit* (on transaction amounts transmitted via e-banking) <i>*Please provide separate transactional instructions to the bank for higher ceiling amounts</i>			

H. Declaration By The Customer			
I/We confirm that the above information is true to the best of my/our knowledge; and I/We hereby acknowledge receipt of a copy of the bank's <i>General Terms and Conditions</i> and I/we agree to abide by the Terms and Conditions therein. Where the National Bank of Rwanda has forbidden banks to transact business with myself or any other signatory to the account, all consequential costs and fines will be debited from my account without advice from the bank.			
Signature of 1 st Signatory		Signature of 2 nd Signatory	
Name		Name	
Date		Date	
Signature of 3 rd Signatory		Signature of 4 th Signatory	
Name		Name	
Date		Date	

FOR BANK USE ONLY			
INTERVIEWING OFFICER'S AND MANAGER'S COMMENTS			
The designated bank officer will review the checklist for completeness and advise on your account status.			
Completed by Interviewing Officer		Approved by Branch Network Manager or Designated Officer	
Comment		Comment	
Date		Date	
Name		Name	
Signature		Signature	

SPECIFIC DOCUMENTS REQUIRED FOR VARIOUS TYPES OF ACCOUNTS

NOTE: All companies dealing in mining must provide a copy of their mining license

All signatories must complete and submit the signature mandate

A. Partnership

- Copy of Business License, Certificate of Incorporation or Business Permit (original sighted)
- Tax Identification Number and RDB Registration Certificate
- Memorandum of Association
- Letter signed by all partners appointing I&M Bank as the banker and notification of signatories and signing powers
- 1 Photocopy of ID card or passport or other valid identification for each signatory
- 2 passport photographs of each signatory
- Full identification of each signatory
- Acceptance of Terms and Conditions

C. Corporation

- Copy of Certificate of Incorporation (original sighted)
- Memorandum and Articles of Association
- Board resolution appointing bank as the banker, notification of signatories and signing power
- 1 Photocopy of ID card, passport or any other valid identification for each signatory
- 2 passport photographs of each signatory
- Full identification of each signatory
- Acceptance of Terms and Conditions

D. NGO

- Government registration certified copy (original sighted)
- Appointment letter of signatories (Power of Attorney)
- Board resolution appointing bank as the banker, notification of signatories and signing power
- 1 Photocopy of ID card, passport or other valid identification for each signatory
- 2 passport photographs of each signatory
- Full identification of each signatory
- Acceptance of Terms and Conditions

E. Public Bodies

- Ministry registration or equivalent document
- Appointment letter of signatories (Power of Attorney)
- Board resolution appointing bank as the banker, notification of signatories and signing powers
- 1 Photocopy of ID card or passport and any other valid identification for each signatory
- 2 passport photographs of each signatory
- Full identification of each signatory
- Acceptance of Terms and Conditions

F. District Council

- Letter of Appointment of district officials
- Board resolution appointing bank as the banker, notification of signatories and signing powers
- 1 Photocopy of ID card or passport or other valid identification for each signatory
- 2 passport photographs of each signatory
- Full identification of each signatory
- Acceptance of Terms and Conditions

G. Public Hospitals and Schools

- Letter of Appointment of Governing Council
- Board resolution appointing bank as the banker, notification of signatories and signing powers
- 1 Photocopy of ID card, passport or other valid identification for each signatory
- 2 passport photographs of each signatory
- Full identification of each signatory
- Acceptance of Terms and Conditions

H. Friendly Groups, Mutual Fund, Chorus Groups

- MOU creating the club
- Appointment letter of the governing body to open an account
- A reference letter if available
- Full identification of signatories as individual
- 1 Photocopy of ID card, passport or other valid identification for each signatory
- 2 passport photographs of each signatory
- Full identification of each signatory
- Acceptance of Terms and Conditions

I. Cooperatives, Unions and Federations

- Articles of Association
- Board resolution to open an account
- Registration document from Rwanda Cooperative Agency
- Temporary authorization from District - only when registration certificate is not yet out
- 1 Photocopy of ID card, passport or other valid identification for each signatory
- Full identification of each signatory
- Acceptance of Terms and Conditions