



LANKAN
ALLIANCE FINANCE
A SUBSIDIARY OF PEOPLE'S LEASING & FINANCE PLC, SRI LANKA



**ACCOUNT OPENING FORM
(INSTITUTIONAL)**



LANKAN ALLIANCE FINANCE LIMITED

Account opening application form (Non-Individual/Institutional)

Date:

Account No: _____

The Branch Manager

Customer ID Code: _____

..... Branch
Lankan Alliance Finance Limited

Dear Sir/Madam,

I/We here by apply to open a term Deposit Account in your institution. My/Our detailed infomation is furnished below:

1. Account Name :

(In Bangla) _____

(In English) _____

2. Type of Organization (please tick) :

- Private/Public Ltd. Joint Venture Partnership Proprietorship NGO/NPO
- Government Body Club/Society Others (mention) _____

3. Type of Account (please tick) :

- Regular Term Deposit Double Money Deposit Tripple Money Deposit
- Monthly Earner Deposit Quarterly Earner Deposit Others

3.(a) Frequency of profit withdrawal for Profit Based Deposit(Please Tick): Monthly Quarterly Half Yearly Yearly

4. Declaration Regarding Operation of Account (Please tick): Single Jointly Either/Survivor Others

Special instruction (if any)

5. Address of The Organisation:

- a) Registered address: _____
- b) Business/office address: _____
- c) Factory/industry address: _____

6. Trade License No: _____ Date: _____

Issuing Authority: _____

7. Registration Authority and Country: _____

(Applicable for both Local/foreign)

8. Registration Number: _____ Date: _____

9. Tax Identification Number (E-TIN): _____

10. VAT Reg. Number (if any): _____

11. Nature of Business (Describe in detail): _____

12. Information about Term Deposit:

Period: _____ Year(s) _____ Month(s) _____ Day(s). Maturity Date:

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(Deposited amount should be in banking channel instrument like Cheque, draft etc.)

In case of Renewal: Renew Principal & Interest Amount Renew Principal Amount only Not Applicable

Payment Mode Tk _____ In Words (Taka) _____

Cheque/Pay Order Number: _____ Date: _____

Name of Bank and Branch: _____

13. Special Scheme Related Information:

Name of Scheme: _____

Period of Scheme : _____ One Time Deposit/Amount of installment: _____ Number of Installment (yearly): _____

Amount at Maturity: _____ Monthly Payable amount : _____

14. Source of Fund (mention in details): _____

15. Declaration & Signature

I/We hereby ensure that I/We have read all the rules/conditions in connection with the account and shall abide by such rules/ conditions.
I/We also consciously declare that the above information is true and accurate.I/We shall provide any other related infomation/documents in excess of provided information as and when required by you.

Signature, Name, Designation of Applicant(s) & Date

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____



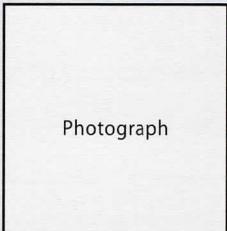
LANKAN ALLIANCE FINANCE LIMITED

Customer Information Form

(This form must be completed & to be enclosed with the main portion of the Individual/Institutional Account Opening Form)

Please fill up in BLOCK LETTER

Date:



Photograph

Account No: _____

Customer ID Code: _____

1. Applicant Name :

(In Bangla) _____

(In English) _____

2. Relationship with the Account (please tick)

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> First applicant | <input type="checkbox"/> Second applicant | <input type="checkbox"/> Third applicant | <input type="checkbox"/> Fourth applicant |
| <input type="checkbox"/> Partner | <input type="checkbox"/> Managing Director | <input type="checkbox"/> Director | <input type="checkbox"/> Director |
| <input type="checkbox"/> Proprietor | <input type="checkbox"/> Authorized Signatory | <input type="checkbox"/> Beneficial Owner | <input type="checkbox"/> Others |

3. Father's Name :

(In Bangla) _____

(In English) _____

4. Mother's Name :

(In Bangla) _____

(In English) _____

5. Spouse Name :

(In Bangla) _____

(In English) _____

6. Nationality : _____

7. Date of Birth : _____ Place of Birth: _____

8. Sex (Please tick) : Male Female Other

9. Photo ID : National ID Passport Driving License Other

10. Birth Registration Certificate Number : _____

11. E-Tin Number (If Any) : _____

12. Present Address :

(In Bangla): _____

(In English): _____

13. Permanent Address :

(In Bangla): _____

(In English): _____

[Any one of documents mentioned in serial no. 9-13 to be submitted mandatorily. But in case of submission of Birth Registration Certificate, any Identity Card with Photograph of customer/ account operator will have to be submitted additionally. Due to unavailability of Identity Card with photograph, upon satisfaction of **Lankan Alliance Finance Limited**. A certificate of identity from elite person of society will have to be submitted. That identity card or certificate must be with a photograph of customer/account operator. Moreover, additional documents (not mentioned in this form) might be required to confirm the identity of the customer as per discretion of LAFL]

*Elite person will mean Member of Parliament, City Corporation Mayor, Deputy Mayors & Councilors, First Class Gazetted Officer, Teacher of Public Universities, Chairman & Vice Chairman of Upazila Council, Chairman of Union Council, Paurashava Mayors & Councilors, Principal of Govt, Non-Govt. Colleges, Headmaster of Govt. & Non Govt. High School and Govt. Primary School, Editor of National Daily Newspaper, Notary Public & First Class Officer of Govt, Semi Govt, Autonomous and State owned Organisation and State owned Banks.

14. Occupation (Please tick) : Private Service Business Govt. Service Non Resident Bangladeshi
 Housewife Student Others

15. Occupation Details : _____

16. Contact

Telephone: Home: _____ Office: _____ Mobile: _____

E-mail: _____ Fax: _____

17. Residential Status (Please tick) : Resident Non-resident

(Information to be collected in applicable cases following instructions of Guidelines for Foreign Exchange Transactions)

18. Marital Status (Please tick) : Married Single Unmarried

19. Religion (Please tick) : Islam Hindu Buddhist Christian Others

✓

Signature of Applicant

For Office Use Only

Customer ID Number :

Signature of User

Signature of Authorizer

Date :

Date :



LANKAN ALLIANCE FINANCE LIMITED

Know Your Customer (KYC) Form

1. Account Name :

2. Account Type & No:

3. Unique Customer ID Code:

4. Account Holder's Name:

5. Account Opening Officer's Name:

Photocopy obtained?

6. Birth Registration Number		<input type="checkbox"/> Yes	<input type="checkbox"/> No
7. Passport Number		<input type="checkbox"/> Yes	<input type="checkbox"/> No
8. National ID Number		<input type="checkbox"/> Yes	<input type="checkbox"/> No
9. E-TIN		<input type="checkbox"/> Yes	<input type="checkbox"/> No
10. VAT Reg. Number		<input type="checkbox"/> Yes	<input type="checkbox"/> No
11. Driving License No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

12. Information of Beneficial Owner(in case of company, KYC profile form of the individual shareholder who hold 20% or more share to be done upon collecting detailed information. Moreover, KYC Profile Form of the controlling share holder to be done by collecting detailed information. In case of individual account, if source of fund of the account is a person (Beneficial Owner who is separate from account holder, KYC profile of the Beneficial Owner (s) to be done.

13. What is the source of Fund? How Source of Fund Verified? (In Applicable Case)

14. Whether Source of Deposited Amount is Justified with Profession of Client(s)?

Confirm justification describing details of client's profession:

15. What does the Customer do?/ In What Type of Business the institution is Engaged?:

SI. No.	Category	Risk Level	Score	Mark ()
01.	Art / Antique Dealers	High	5	
02.	Arms Business	High	5	
03.	Cash Investor with a turnover of Tk. 25 lac Per month	High	5	
04.	Construction Promoters of Projects	High	5	
05.	Film Director/Producer	High	5	
06.	Import/Export Agents	High	5	
07.	Jewellery / Gems Trade	High	5	
08.	Mobile Phone Operator	High	5	
09.	Man Power Business	High	5	
10.	Money Changer/Courier Service Agent	High	5	
11.	Operations in multiple locations	High	5	
12.	Off-shore Corporation	High	5	
13.	Real Estate Agent	High	5	
14.	Restaurant / Bar / Casino / Night Club/Residential Hotel Owners	High	5	
15.	Share / Stock Dealer	High	5	
16.	Traders with a turnover of more than Tk.1.00 Crore per annum	High	5	
17.	Travel Agents	High	5	
18.	Auto Dealers (Used/Reconditioned Cars)	Medium	3	
19.	Amusement Institution/Park	Medium	3	
20.	Freight/Shipping/Cargo Agent	Medium	3	
21.	Insurance/Brokerage Agency	Medium	3	
22.	Leasing/Finance Company	Medium	3	
23.	Motor Parts Business	Medium	3	
24.	Religious Institution/Organization	Medium	3	
25.	Transport Business/Operator	Medium	3	
26.	Tobacco/ Cigarette Business	Medium	3	
27.	Auto Primary (New Car)	Low	1	
28.	Business-Agent	Low	1	
29.	Corporate Customers	Low	1	
30.	Construction materials business	Low	1	
31.	Computer/Mobile Phone Dealer	Low	1	
32.	Farmers	Low	1	
33.	House Wife	Low	1	
34.	Manufacturers(Other than Arms)	Low	1	
35.	Retired from service	Low	1	
36.	Shop Owner (Retail)	Low	1	
37.	Small Trader (Turnover Less than Tk. 50 Lac)	Low	1	
38.	Self Employed Professionals	Low	1	
39.	Student	Low	1	
40.	Service	Low	1	
41.	Software Business	Low	1	
42.	Others (PLFSL will provide risk score depending on category)			

(The upper limit in table No. 16 To 18 will be considered as the same category e.g. Taka 50.00 lac will be included in the range of Taka 0-50 Lac).

16. The Networth of the Customer :

Amount (Tk.)	Risk Level	Risk Rating	Mark
Below 50 Lac	Low	0	
50 Lac to 5 Crore	Medium	1	
Above 5 Crore	High	3	

17. How was the Account Opened ?

Mode	Risk Level	Risk Rating	Mark
Relationship Manager/ Officer of the Branch	Low	0	
Direct Sales Agent	Medium	1	
Internet	High	3	
Self motivated/Walk-in	High	3	

18. Total Exposure of the Client:

Amount	Risk Level	Risk Rating	Mark
Up to 10 Lac	Low	0	
Above 10 Lac But Below 50 Lac	Medium	1	
Above 50 Lac	High	3	

19. Overall Risk Assessment:

Total Risk Rating	Risk Assessment	Mark
Equal to 14 or above	High	
Below 14	Low	

Comments :

(Comment about risk level of client shall be given in comment part under subjective consideration. In identifying risk level of client analyze details information of client's occupation. When client's profession is business classify them as high or low risk based on type, size and location of business, size of fund, actual beneficial owner, etc. and other Special issues as well . In case of Service classify as high or low risk client considering nature of job & responsibilities regular monitoring should be done for risky client.)

20. Has the address of the customer been verified? Yes No

21. If yes, then how it has been verified? _____

22. Is the client a politically exposed persons?

If Yes,

A. Has the approval of Senior Management been taken? Yes No

B. Mention the source of wealth Yes No

C. Has face-to-face interview with the customer been taken? Yes No

RM's/ AO's/ DA's Signature with seal & Date _____

23. In the case of special approval (if necessary)

Comments:

Approver's Signature with seal & Date

24. Date of Last Review /Update of Information related to the Account & the Customer:

Name, Signature (with seal) of Reviewer and Date



LANKAN ALLIANCE FINANCE LIMITED

CLIENTELE ACKNOWLEDGEMENT FORM (CAF)

Name of the Client :

Description of Deposit :

Deposit Amount (BDT) :

Product Category :

SL No.	Questions	Comments	
		Lankan Alliance Finance Ltd.	Customer(s)
1.	What will be the interest rate?		
2.	What will be the Deposit account matured?		
3(a).	Will the interest rate be same in case of early encashment?		
3(b).	If no, whether the client is fully informed about tenure-wise defferent rates for early encashment?		
4.	Will it be automatically renewed if the amount is not withdrawn at maturity and no instruction is given by the client in this regard?		
5(a).	Will there be any fees charged against the deposit account?		
5(b).	If so, whether the depositor is informed about it or not.		
			✓ ✓ ✓
	Date:	Lankan Alliance Finance Sign-off	Customer(s) Sign-off

Clientele Feedback Form (CFF)

As per Bangladesh Bank Products & Services Guideline

Name of the Client :		
Name of Depositor:		Type of Deposit:
Questions	Comments	
	LBFL's Comment	Client's Comment
1. (a) Despite not mentioned in the agreement will the Maintenance be free or similar fee shall be deducted?		Yes/No
2. (a) If deducted, what was the reason?		Agreed/Disagreed with the LAFL's comment
		✓ ✓ ✓
	Official's Signature & Date	Customer's Signature & Date

গ্রাহক মতামত ফর্ম

বাংলাদেশ ব্যাংক-এর প্রডাক্টস ও সার্ভিসেস নীতিমালা অনুযায়ী

গ্রাহকের নামঃ		
আমানতের পরিমাণঃ		আমানতের ধরণঃ
প্রশ্নসমূহ	মন্তব্য	
	প্রতিষ্ঠানের মন্তব্য	গ্রাহকের মন্তব্য
১. (ক) চুক্তিনামায় উলেখ না থাকলেও মেইনটেন্যান্স বা একই রকম অন্যান্য ফি কি কর্তন করা হবে?	N A	হ্যাঁ/না
১. (খ) যদি কর্তন করা হয়, তাহলে কর্তন করার কারণ কী?		প্রতিষ্ঠানের মন্তব্যের সাথে একমত/একমত না
	অফিসারের স্বাক্ষর ও তারিখ	গ্রাহকের স্বাক্ষর ও তারিখ

Table-B: CAF (দায় ভিত্তিক Product এর জন্য)

গ্রাহকের নামঃ

আমানতের বিবরণ
পরিমাণঃ
আমানতের ধরনঃ

প্রশ্নসমূহ	মন্তব্য	
	প্রতিষ্ঠানের মন্তব্য	গ্রাহকের মন্তব্য
১. আমানতের উপর প্রদত্ত সুদ হার কত?		প্রতিষ্ঠানটির মন্তব্যের সাথে একমত
২. আমানত হিসাবটির মেয়াদ কবে শেষ হবে?		প্রতিষ্ঠানটির মন্তব্যের সাথে একমত
৩(ক). মেয়াদপূর্তির পূর্বে আমানতকৃত অর্থ উত্তোলন করা হলে সুধার কি একই থাকবে?		প্রতিষ্ঠানটির মন্তব্যের সাথে একমত
৩(খ). যদি সুধার একই না থাকে, সেক্ষেত্রে আমানতের মেয়াদ ভিত্তিক সুদাহার সম্পর্কে গ্রাহককে অবহিত করা হয়েছে কিনা?		প্রতিষ্ঠানটির মন্তব্যের সাথে একমত
৪. মেয়াদ পূর্তিতে আমানতকৃত অর্থ উত্তোলন করা না হলে এবং গ্রাহক কোন ধরনের নির্দেশনা না দিয়ে থাকলে হিসাবটি স্বয়ংক্রিয়ভাবে নবায়ন হবে কি?		প্রতিষ্ঠানটির মন্তব্যের সাথে একমত
৫(ক). আমানত হিসাবের বিপরীতে কোন ফি আরোপ করা হবে কিনা?		প্রতিষ্ঠানটির মন্তব্যের সাথে একমত
৫(খ). যদি এরূপ ফি আদায় করা হয়, তবে সে বিষয়ে গ্রাহককে অবহিত করা হয়েছে কিনা।		প্রতিষ্ঠানটির মন্তব্যের সাথে একমত
	তারিখসহ কর্মকর্তার স্বাক্ষরঃ	তারিখসহ গ্রাহকের স্বাক্ষরঃ

Terms and Conditions : Term Deposit Receipt (TDR)

A. General :

A.1 Lankan Alliance Finance Ltd. Hereinafter referred to as LAFL, acts only as a collection agent and assumes no responsibility for the realization of the proceeds of any instrument deposit with LAFL for collection. Proceeds of cheques or other instruments deposited and/or interest thereon are not available for withdraw/interest accrual until there proceeds are collected by LAFL.

A.2 LAFL deposit scheme's and their payments are governed by the existing and applicable laws in Bangladesh and the proceeds of deposit with LAFL are only payable at branch office of LAFL

A.3 In relation on to any dealing in respect of deposit account, LAFL shall not be liable for any loss from the customer's death, in capacity or bankruptcy (or any other analogues event or proceeding). Further shall not be liable to the customer for any loss, damage or delay attributable in whole or in part to the action of any government agency or any other event outside LAFL's control (including without limitation strikes, industrial action equipment failure or interruption of our supplies) provide, that LAFL shall in each case endeavour to notify the customer of any anticipated delay's due to any of the above events once LAFL is in communication with the customer.

A.4 The customer shall release from identify and hold LAFL harmless from and against all the actions, suits, proceeding, cost, claims, demands, charges, expenses, loses and liabilities whatsoever arising in consequences of or in any way related to:

A.5.a LAFL having acted in good faith in accordance with customers telephone, facsimile, instructorifts) as above may have been initiated or transmited in error or fraudulently altered, misunderstood or distorted in the line of communication or transmission; and

A.5.b LAFL having referred from acting in accordance with customers written, telephone, facsimile or email instruction by reason of failure of actual transmission thereof to LAFL or receipt LAFL for whatever reason, whether connected with fault, failure, on unreadiness of the sending or receiving equipment's; or

A.5.c Customers failure to forward all original copies of email/or facsimile instruction to LAFL with in such period as LAFL may specify,

A.6 LAFL is Authorised to communicate in any form with the customer through given mailing address, email, facsimile or mobile no. in case of change customers contact details, customer is responsible for updating the information with LAFL's authorised branch

A.7 Save as otherwise provided in these in terms and conditions, any demand of communications made by LAFL under terms and condition shall be in writing and made at the address given by customer (or such address customer will notify LAFL from time to time and if posted, shall be deemed to have been served on deposit on the date of posting.

B. Terms and Condition of Deposit :

B.1. Interpretation

B.1.b "Deposit" shall mean money deposited with Lankan Alliance Finance Ltd. for a certain period in the form of any banking instruments including but not limit. to cheques, pay order, and demand draft through any Bangladesh Bank approved fund transfer machanism,

B.1.b "Customer" shall mean individual of organization that deposit money with LAFL, B.1.c "Premature Encashment" shall mean encashment of deposit after elapse of such period as may be prescribed by Bangladesh Bank as the minimum term of deposits, ...IS' be, ng (03) three months, but before of fixed term for which customers places deposit with LAFL

B.1.d "Government" shall mean the government of Peoples Republic of Bangladesh

B.2 Interest Rate

B.2.a The interest rate prevailing on the opening or renewal day of the deposit account will be applicable for interest calculation

B.2.b Rates of interest are subject to change at any time without notice to customers, either at the point of maturity or renewal.

B.3 Maximum Amount deposit. is taka 10,000 for 3,48/5 month products and for all other deposit product, maximum deposit amount is taka 50,000. This amounts are subject to change at any time at the discretion of LAFL.

B.4 Minimum Period

Minimum period for any term deposit product is (03) three months. Any term deposits can not be encashed before completion of three (03) months or as per the rules of Bangladesh Bank.

B.5 Mode of Acceptance

Deposit shall be made through any banking instruments, including but not limited to cheques (account payee), pay order and demand drafts, drawn in favor of "Lankan Alliance Finance Ltd. A/C : Customer Name" together with filled application form and necessary documents, payments through any Bangladesh Bank approved fund transfer machanism will also be accepted. Deposit cheque should preferably be issue from depositors Bank account and repayment cheque will also be made on that account. No cash deposit will be accepted by LAFL.

B.6 Mode of Payment

B.6.a Customers can be entitled to receive payment against his/her deposit the following cases -

" Incash of deposit after elapse of such period as many prescribed by Bangladesh Bank as the minimum term for deposit, currently being (03) three months

Interest payment in accordance with the terms and conditions of the relevant deposit product

B.6.b Payment will be made through account payee cheque or electronic fund transfer favoring client or his nominated persons. So no cash payment will be made.

B.6.c Customer is responsible for providing required information for making payments. B.6.d In case of encashment and disbursement for loan against deposit, original instrument has to be submitted to LAFL, along with written instruction from customer. B.6.e Payment instruction/instrument will be issued on following working day after receiving the instruction.

B.6.f If the deposit mature on a holiday, payment instrution/instrument will be issued on the following working day and no interest will be paid for the holiday period (days). B.6.9 Customer who wants to avail cheque facilities for periodic interest payments for products such as monthly earner/quaterly earner deposits, will be responsible for collecting periodic cheques from the respective LAFL; in case any failure to do so due time LAFL Branch is authorised to courier periodics cheques to customers mailing address as per LAFL records.

B.6.h Customer availing the cheque facility for any payment is liable to deposit the cheque to their bank in due time. If any cheque is staled due to not depositing the same, LAFL reserves the right to charge a free for re issuance of cheque.

B.6.i If customer need to re issue any cheque LAFL reserves the right to charge a free as per prevailing charge schedule.

B.6.j LAFL deposit scheme and their payments are governned by the existing and applicable laws in Bangladesh and proceeds of deposits with LAFL are only payable at branch office of LAFL.

B.7 Interest Calculation

Interest on deposit account(s) as well as on loan facilities against account(s) will be calculated as per Bangladesh Bank Guide line.

Customer can avail loan facilities against deposit at any time after opening of account. LAFL at its sole discretion shall detemrind the amount of loan. Interest rate of loan will be as per prevailing policy.

B.9 Maturity and Auto Renewal/Auto-Roll Over

Any and all matured accounts will be automatically renewed under the same deposit product and the same tenure accept EMDS, Millionaire Scheme and Multi Millionaire Scheme. LAFL's prevailing interest rate on maturity date of the respected deposit account will be applicable during auto renewal/ auto roll over, if no instruction from customer is received buy LAFL in writting or any other form acceptable to LAFL prior to maturity.

B.10 Pre Mature Encashment/Early Encashment

Deposit account can not be encashed before completion of (03) three months from the opening date of the new deposit (not applicable for renewal option). After completion of (03) three months, customer may encash his deposit and in such a situation LAFL will pay interest at reduced rates for the broken period prevailing pre-matured encashment policy.

B.11 Nomination

B.11.a In the event of the death of the customer, the nominee shall received/draw the proceeds of deposits from LAFL as per the rules of the Government of Bangladesh B.11.b In the event the nominee so authorized remain minors at the time of death of the customer the nominated gurdian shall be authorized to operate the deposit account. B.11.c The nominee so authorized, shall be entitl. to the proceeds of the deposits account(s) to the exclusion of all other person i.e customer heirs, executors and administrators and all other persons claiming through or under the customer and any payment made to the nominee pursuance of this authority shall be binding on all other persons.

B.12 Tax and Levies

B.12.a Tax on interest earnings will be applicable as per prevailing Government rules and regulation.

B.12.b Government Excise Duty will be applicable for each Deposit Account or Loan Account as per prevailing Government rules and regulation.

B.12.c Any other charges imposed by Government regulator or any other relevant authority from time to time will be applicable on each deposit account.

8.13 Transferability

Deposit accounts are strictly non-transferable.

C. Fee and Charges

LAFL reserves the right to charge fee for any service it deems appropriate as per prevailing fees schedule. Vat on fees will be borne by the customer as per prevailing law of the land as the time realization of fees. The fees schedule can be change at any time without prior notice to the customer.

D. Customer Information

Though LAFL maintains strict confidentiality in all affairs of the account, LAFL shall always be entitled to disclose any information regarding customers deposit account(s) held with LAFL to any of the followings:

1. Any regulatory, supervisory governmental or quasi-governmental authority with the jurisdiction over LAFL.

2. Any person to whom LAFL is required (in connection with it administration and business, for data information, transaction, documents and records collection, processing and storage, fraud detection or prevention, suspicious activities, audit, inspection, provision of service by any third party, debt collect°, or authorized by law or court order to make disclosure.

E. Right to Change

LAFL reserve the right to change or amend any of the terms and conditions mentioned above any time without prior notice of customer.

F. Severability

If any terms of provisions of this instruments shall be held to be invalid, illegal, unenforceable or in conflict with the law of any jurisdiction, in whole or in part under any encashment or rules of law, such term or provision or part thereof shall to that extent be deemed not to or part of this instrument but the validiry, legality and enforceability of the remaining terms or provisions shall not in any way be affected or impaired thereby.

Declaration & Signature :

I/We hereby ensure that I/We have read all the rules/conditions in connection with the account and shall abide by such rules/conditions. I/We also consciously declare that the above information is true and accurate. I/We shall provide any other related information/documents in excess of provider information as and when required by you.

Signature & Name of Applicant (s) & Date

1) Signature 2) 3)
 Name
 Date

For Office Use Only

1. Account Introduction (will be filled up by RM):

Walk-in DA Existing Business Teams (CD SME Corporate) Other Employees Others

- Customer Segment
- Introducer's Name
- Introducer's ID
- Introducer's Phone/Mobile Number
- Introducer's Signature
- Signature, Name, Designation of Supervisor

2. Term Deposit Information (will be filled up by deposit operation):

- Customer ID No.
- Total Amount
- Account Number
- Settlement A/C Number
- Installment (Only for MS/MMS/DMS)
- Maturity Value (Only for MS/MMS/DMS)
- Date of Payment
- Special Offer (If Any)
- Term
- Interest Rate
- File Location
- First Depositor (Member Code)
- Joint Depositor (Member Code)
- Nominee 1 (Member Code)
- Nominee 2 (Member Code)
- Gurdian (Member Code)

Remarks :

.....
 Official's Signature (With Seal) & Date

.....
 Approver's Signature (With Seal) & Date

.....
 Branch Manager Signature (With Seal) & Date