

ACCOUNT APPLICATION REQUIREMENT CHECKLIST

CONSTITUTION DOCUMENTS

- > All photocopied documents are required to be certified true by a Director, Secretary, Partner or Committee Member

	Companies	Partnerships	Trusts	Associations/ Cooperatives
Directors and Shareholders List*	√			
Certificate of Incorporation*	√		√	
Board Resolution	√		√	
Signatories List	√	√	√	√
Memorandum & Articles of Association	√		√	
Meeting Minutes		√		√
Registration Certificate		√		√
Partnership Agreement		√		
Trust Deed			√	
Committee List				√
Constitution				√

*If the entity is a Singapore entity, the ACRA Search can be provided instead

IDENTIFICATION DOCUMENTS

- > Singapore Identity Card, for Singaporeans and Permanent Residents of Singapore
- > Passport and Bank Statements/Utility Bills within 3 months, for foreigners
- > All photocopied documents are required to be certified true by a Director, Secretary, Partner or Committee Member

	Companies	Partnerships	Trusts	Associations/ Cooperatives
Directors and Secretaries who sign or certify true documents	√			
Shareholders with 25% or more shareholding	√			
Authorised Signatories	√	√	√	√
Partners		√		
Beneficiaries, Settlers and Trustees			√	
Committee Members who sign or certify true documents				√