



ACCOUNT OPENING/LARGE TRANSACTION IDENTIFICATION REQUIREMENTS

The Bank requires the following:

Company

- Copy of the company constitution
- Minutes of a meeting of the company directors authorising the account to be opened with the Bank.
- Copy of the certificate of incorporation
- Copy of the current business license
- Copy of any registered trading name
- Address of principal place of business
- Address of registered office and name and address of registered agent (if applicable)
- A declaration of who the beneficial owners of the company are, that is the final individuals who receive the benefit of ownership of the company. (These individuals must then also be identified as per the Banks' requirements for identifying individuals).
- A completed Customer Due Diligence form
- Contact details including foreign addresses, telephone numbers etc, for all parties, including individual owners of corporate accounts.

For non-Vanuatu companies, similar information as to that required for local companies subject to the varying requirements of the country in which they are incorporated. As a minimum, the Bank requires copies of all relevant documentation to establish a company in the country in which it has been incorporated, identification of individual (as per the Bank's requirements for identifying individuals as shown below) directors, and minutes of meetings of directors authorising the account to be opened.

Where there are corporate directors or corporate shareholders of companies opening accounts, we must have information on the corporate structure which eventually identifies the individuals associated with the company. These individuals must then be identified as per the Bank's requirements for identifying individuals.

Individual(s)

- Complete Customer Identification with relevant identification documents
- Complete funds Ownership Declaration
- Complete Customer Due Diligence (details of foreign bank accounts so that a reference can be obtained if required)
- Customer Contact Information (all contact details including foreign addresses and telephone numbers)