

Required documents to open new current and savings accounts:

## First: - Companies: -

- Financial Companies
- Service & commercial Companies (Contracting, Tourism, Others)
- NGO's (exclusively the approval of the Council of Ministers) and the account manager's documents.
- Full Name of the General Manager (Up to the fourth name) and surname In both Arabic and English languages (English name according to passport)
- Capital: The capital is certified in the case of increase (there is a difference from the certificate of incorporation)
- Certificate of incorporation, BoD minutes of meeting, statement of incorporation, issued for the same year.
- The five official documents for the General Manage: (up-todate) if he has an assistant (also his assistant)
- The five shareholders' documents: (up-to-date).
- Company seal.
- Tax ID (Company Specific)
- Building rent contract of the company (its purpose is to know the company's address)
- · Certified company's budgets
- Tax clearance report For the last financial year preceding the opening of the account.
- In the event that the company is a commercial (identity of a new Chamber of Commerce and Import Identity)
- In the case of being financial company (CBI license required) with the approval of the appointment of the general manager and his assistant.
- The manager of the account must mention (the authorized person and submit his/her documents along with the authorization letter and a copy of his signature, this also has to be done for company accountant.
- The General Manager will be responsible and sign a letter shows that all the information and documents submitted to the Ban are correct.

## Second: - Individuals: -

- Identity (Civil ID)
- Nationality certificate
- The National card if there is a replacement for (Civil ID and nationality certificate)
- Residency card
- Passport (in order to verify the name in English)
- Ration card