

CORPORATE APPLICATION CHECKLIST

This checklist is intended to assist you through the application process to open an account with BRED.
Please use it to double check that you have provided us all relevant information.

A. Select your account

- Select the type(s) of account that you wish to open by ticking the appropriate box.

B. Resolution of Directors and Authority

- Indicate the date of the Resolution to open the account(s)
 Give details of each signatory's position in the Company / Business / Association etc
 Do not forget to confirm your signing authority as per the Resolution

C. Due Diligence Questionnaire

This questionnaire is designed to ensure compliance with Vanuatu legal provisions. Please answer each section carefully, providing all relevant and useful information. This will enable us to process your application swiftly.

(i) Source of Fund

- List all countries from which funds in your account could originate.
 Describe carefully the activity(es) of your entity that will be generating the income.

(ii) Deposit of Funds

Indicate the expected size **and** frequency of deposits in each account. If they are variable and/or unknown, try to give us an indication of size and frequency to help us understand your activity better.

- Indicate Names and locations of the Banks in which you are likely to receive funds from

(iii) Withdrawal / Use of Funds

- Indicate if the funds are likely to be withdrawn from the accounts and for what purpose.
 If you intend to transfer money out of Vanuatu do not forget to indicate:
 - the expected size and frequency of these transfers;
 - the names (and nature) of the expected recipients of the transfers.

D. DECLARATION

Indicate the names of all the beneficial owners of the assets to be deposited in the account(s) (the persons to whom the entity belongs) and their percentage of ownership. If your entity belongs to other companies, please provide all necessary documentation regarding these 3rd party companies, and their beneficial owners.

E. SIGNATURES

- Signatories must sign, as per the Signing Authority specified in Section 3. At least 1 Director / President should also sign, as per Memorandum.
 Do not forget to include printed the names of all Signatories.
 Check that all pages have been initialed by all the person signing the application.

Additional documents to be attached to the application form

1. Company/Business/Partnership/Association documentation

- For a Company / Partnership
 - Memorandum/Articles of Association Certificate of Incorporation
 - Resolution to open the account, signed by the Directors and specifying:
 - The names of the signatories on the account;
 - The method of signing (all to sign, one signature only, ...)
 - Minutes of the initial appointment of Directors / confirming the change of Directors (if they are not named in the memorandum or have changed since)
- For an activity regulated by anti money-laundering legislation:
A copy of your Anti Money-Laundering policy
- For a Trust
 - Trust deed List of Trust beneficiaries
- For a Business
 - Business Licence Certificate
- For an Association/Club etc
 - Resolution to open the account, signed by the Chairman / President, specifying:
 - the names of the signatories on the account;
 - the method of signing (all to sign, any 2 to sign, one signature only,...)
 - Association / Charity / Cooperative society Registration Certificate (if applicable)
 - Association by-laws or list of Committee members
- For a Political Party:
 - Memorandum / article of associations
 - Resolution to open the account, signed by the Chairman / President, specifying:
 - the names of the signatories on the account;
 - the method of signing (all to sign, any 2 to sign, one signature only,...)

2. Identification documents

The number of IDs required to score 100 points under our 100 Point Identification Check must be provided, for: each signatory each beneficial owner each trustee / intermediary

Please note that:

- We need to sight the original IDs;
 If original of IDs can not be provided, we will only accept clear copies certified by a Judge / Solicitor / Notary Public / Commissioner of Oaths (Stamps should be the original stamp and not photocopy of stamps).

For additional guidelines on acceptable identification documents, please refer to the Checklist for Individual Application, where requirements are explained in further details.