

Business Account Checklist

Forms to complete:

- BVL Business Institution Onboarding Form
- BVL Business Account Application
- BVL Business Signature Authority Form
- BVL Individual Onboarding Form – to be completed by each signatory and shareholders.
- Tax Compliance Certificate – to be completed by non-resident signatory and shareholder

Required Business documents to provide:

- Business License 2024
- Certificate of incorporation – VFSC 2024
- VIPA Certificate 2024
- Financials/Cashflow Projection
- Board of Directors Resolution to open the account specifying:
 - Names and positions of signatories; and
 - Number of signatures required and mandates on the account
 - Place of the meeting, Officers present and person presiding the meeting
 - Indication for Internet Banking facility if required
 - Articles of Association / Statutes / Memorandum of articles

Required documents to provide for each Signatories & Shareholders:

- Valid passport - for expatriate resident and non-resident
- Residency permit or Citizenship Certificate – for expatriate resident
- Utility Bill
- Latest tax return – for non-resident

We wish to inform you in advance that initial information provided may lead to additional information that the bank may request from you.

Once all the forms have been completed and you have gathered all the required documents, send an e-mail to our Business Team on email address business@bvl.vu to book an appointment.