



Commercial Account Opening Form

Please complete in **BLOCK LETTERS** and '✓' or 'x' where applicable.

ACCOUNT DETAILS	FOR BANK USE ONLY	
Current Account Name: _____ <input type="checkbox"/> TZS <input type="checkbox"/> Others: (Please specify) _____ Initial Deposit: _____	Account No.: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Savings Account Name: _____ <input type="checkbox"/> TZS <input type="checkbox"/> Others: (Please specify) _____ Initial Deposit: _____	Account No.: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Call Account Name: _____ <input type="checkbox"/> TZS <input type="checkbox"/> Others: (Please specify) _____ Initial Deposit: _____	Account No.: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Fixed Deposit Account Name: _____ <input type="checkbox"/> TZS <input type="checkbox"/> Others: (Please specify) _____ Initial Deposit: _____ Tenure: _____	Account No.: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Product Code: _____ Interest Rate: <input type="text"/> <input type="text"/> <input type="text"/> % Effective Date: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Deal Type: _____ Maturity Date: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Other: (Please specify) Account Name: _____ <input type="checkbox"/> TZS <input type="checkbox"/> Others: (Please specify) _____ Initial Deposit: _____	Account No.: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	

* The Fixed Deposit will be automatically rolled over for a similar period on maturity at prevailing rate, unless written instructions are received to the contrary.

ACCOUNT STATEMENT	
Account Statement is to be sent monthly and commencing date to be arranged by the Bank, unless specified below:	
Frequency:	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly Other Please specify _____
Delivery Channel:	<input type="checkbox"/> *Postal Mail <input type="checkbox"/> *Internet Banking <input type="checkbox"/> *E-Mail <input type="checkbox"/> *Mwananchi SMS Banking (Phone number) _____
* Subject to additional terms and conditions	Monthly Consolidated Statement to be delivered: <input type="checkbox"/> Yes <input type="checkbox"/> No

FINANCIAL DECLARATION		
Annual Sales Turnover: _____	Net Profit (Amount): _____	
Transaction per month: _____		
Transaction Types	Anticipated No. of Transaction per month	Anticipated Total Amount (TZS Mil.) or equivalent in FCY per month
Deposits	<input type="checkbox"/> 0 to 10 <input type="checkbox"/> 11 to 50 <input type="checkbox"/> > 50	<input type="checkbox"/> 0 - 10 <input type="checkbox"/> 10-200 <input type="checkbox"/> > 200
Withdrawals	<input type="checkbox"/> 0 to 10 <input type="checkbox"/> 11 to 50 <input type="checkbox"/> > 50	<input type="checkbox"/> 0 - 10 <input type="checkbox"/> 10 - 200 <input type="checkbox"/> > 200
Reason and Purpose for Opening Account at DCB Commercial Bank Plc:		
<input type="checkbox"/> Investment <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Salary Processing <input type="checkbox"/> Overdraft Facility <input type="checkbox"/> Others (Please Specify) _____		
Source of Fund to pass through the account:		
<input type="checkbox"/> Own Business <input type="checkbox"/> Return from Investment <input type="checkbox"/> Commission <input type="checkbox"/> (Others (Please Specify) _____)		
OTHER SERVICES REQUIRED BY CUSTOMER (OPTIONAL)		
<input type="checkbox"/> Cheque book for current Account only (Please state number of leaves) <input type="checkbox"/> 25 <input type="checkbox"/> 50 <input type="checkbox"/> Above 50 – Multiple of 25 (Please specify) _____		
<input type="checkbox"/> Internet Banking / Statements and advices by Email (Please provide email address) _____ <input type="checkbox"/> ATM Card (Please fill in the ATM application form)		
<input type="checkbox"/> MWANANCHI SMS Banking (Please provide Mobile Number (s)) _____		



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Please complete in **BLOCK LETTERS** and '✓' or 'x' where applicable.

DECLARATION AND SPECIMEN SIGNATURE

We apply to open the above Account(s) with DCB Commercial Bank Plc (the "BANK"). We represent that the information provided by us in this form and in any other document(s) provided by us to the Bank is true, accurate and complete. We acknowledge that the Bank may decline our application without providing any reason in which no contractual relationship will arise between the Bank and us. We further acknowledge that we have received, read and understood the Bank's prevailing General Account Terms and conditions and we agree to be bound by them in connection with all Accounts opened by us with the Bank. We further agree to be bound by any additional terms and conditions governing any facilities, products and/ or services offered by the Bank as we may apply for and/or utilize time to time.

<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center;">1 Affix colored photograph here</p> <p style="text-align: right; font-size: small;">Thumbprint</p> <p>X₁ _____ Authorised Signatory</p> <p>Name: _____</p> </div> <p>Date: <input type="text" value="D"/><input type="text" value="D"/> / <input type="text" value="M"/><input type="text" value="M"/> / <input type="text" value="Y"/><input type="text" value="Y"/><input type="text" value="Y"/><input type="text" value="Y"/></p> <p style="text-align: right; font-size: small;">Designation:</p>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center;">2 Affix colored photograph here</p> <p style="text-align: right; font-size: small;">Thumbprint</p> <p>X₂ _____ Authorised Signatory</p> <p>Name: _____</p> </div> <p>Date: <input type="text" value="D"/><input type="text" value="D"/> / <input type="text" value="M"/><input type="text" value="M"/> / <input type="text" value="Y"/><input type="text" value="Y"/><input type="text" value="Y"/><input type="text" value="Y"/></p> <p style="text-align: right; font-size: small;">Designation:</p>
<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center;">3 Affix colored photograph here</p> <p style="text-align: right; font-size: small;">Thumbprint</p> <p>X₃ _____ Authorised Signatory</p> <p>Name: _____</p> </div> <p>Date: <input type="text" value="D"/><input type="text" value="D"/> / <input type="text" value="M"/><input type="text" value="M"/> / <input type="text" value="Y"/><input type="text" value="Y"/><input type="text" value="Y"/><input type="text" value="Y"/></p> <p style="text-align: right; font-size: small;">Designation:</p>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center;">4 Affix colored photograph here</p> <p style="text-align: right; font-size: small;">Thumbprint</p> <p>X₄ _____ Authorised Signatory</p> <p>Name: _____</p> </div> <p>Date: <input type="text" value="D"/><input type="text" value="D"/> / <input type="text" value="M"/><input type="text" value="M"/> / <input type="text" value="Y"/><input type="text" value="Y"/><input type="text" value="Y"/><input type="text" value="Y"/></p> <p style="text-align: right; font-size: small;">Designation:</p>
<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center;">5 Affix colored photograph here</p> <p style="text-align: right; font-size: small;">Thumbprint</p> <p>X₅ _____ Authorised Signatory</p> <p>Name: _____</p> </div> <p>Date: <input type="text" value="D"/><input type="text" value="D"/> / <input type="text" value="M"/><input type="text" value="M"/> / <input type="text" value="Y"/><input type="text" value="Y"/><input type="text" value="Y"/><input type="text" value="Y"/></p> <p style="text-align: right; font-size: small;">Designation:</p>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center;">6 Affix colored photograph here</p> <p style="text-align: right; font-size: small;">Thumbprint</p> <p>X₆ _____ Authorised Signatory</p> <p>Name: _____</p> </div> <p>Date: <input type="text" value="D"/><input type="text" value="D"/> / <input type="text" value="M"/><input type="text" value="M"/> / <input type="text" value="Y"/><input type="text" value="Y"/><input type="text" value="Y"/><input type="text" value="Y"/></p> <p style="text-align: right; font-size: small;">Designation:</p>

Authorization To honor, comply provide and treat all cheques, drafts, bills of exchange, promissory notes, acceptances, negotiable instruments orders, instructions, agreements and indemnities are signed and/or endorsed on our behalf by: _____
Please specify (e.g. X₁ and X₂):

CUSTOMER CONSENT CLAUSE

The customer agrees and authorizes the Bank, financial institutional or Tanzania Bankers Association (TBA) to:

- Make inquiries from any Bank, financial institutional or TBA approved credit reference bureau in Tanzania to confirm any information provided by the customer.
- Seek information from any Bank, financial institutional or TBA approved credit reference bureau when assessing the customer at any time during the existence of the customer's account.
- Disclose to TBA approved credit reference bureau information relating to the account maintained at the Bank or financial institution

Authorised Signatory (Name): _____ Signature: _____ / /

Authorised Signatory (Name): _____ Signature: _____ / /

VERIFICATION (FOR BANK USE ONLY)

Verified by (Name): _____ Signature: _____ Date: / /

Static Data Input By: _____ Signature: _____ Date: / /

Validated By: _____ Signature: _____ Date: / /

APPROVAL (FOR BANK USE ONLY)

Approved By: _____ Signature: _____ Date: / /

This Account Opening Pack includes all the necessary forms you need to complete and a documentation checklist to assist with the account opening requirements. At this point we would like to inform you that the documentation we request from you (as indicated in checklist) is a necessary requirement, prescribed by local laws and regulations and/or international standards. Such documentation helps the Bank with its 'Customer Due Diligence' (CDD) policy and is an integral part of global effort to combat money laundering, terrorist financing, and fraudulent activity. We seek your understanding and cooperation in furnishing the required documents and appreciate your time and effort in doing so. Again, we welcome this opportunity to provide our services to you. If you have any questions on this Account Opening Pack; please contact your Relationship Manager or local branch.

CHECKLIST

		Sole Proprietorship	Partnership	Society/ Association/ Trust/ Club	Limited Company
1. Documents to be provided by the Customer along with the account application pack (Proof of identity and permanent address of Shareholders, Directors and of the signatories to the accounts)					
a.	Two Passport size photographs of each signatory	✓	✓	✓	✓
b.	Identity documents confirming name, nationality and date of birth. Acceptable documents are: - Passport - Affidavit - Birth certificate - Driver's license - Voters registration identity card - Employee identification card together with a letter confirming employment, name, date of birth and nationality	✓	✓	✓	✓
c.	Confirmation of permanent address. Acceptable documents are: - Title deed - Lease agreement (if you are a tenant) - Utility bill (water or electricity bill, property tax receipt, etc.) - Recorded description supported by a letter from Ward Executive Officer, House Number supported by a letter from Ward Executive Officer	✓	✓	✓	✓
2. Licenses/ Registration/ Certificates/ ETC to be provided by the customer					
a.	Copy of current business license	✓	✓	N/A	✓
b.	Application Letter	✓	✓	✓	✓
c.	For existing Companies (i.e. Companies in existence for at least 15 months) - copy of latest annual return certified by the Registrar of Companies	N/A	N/A	N/A	✓
d.	Certified copy of certificate of registration	✓	✓	✓	N/A
e.	Certified copy of certificate of incorporation/ compliance	N/A	N/A	N/A	✓
f.	Partnership deed	N/A	✓	N/A	N/A
g.	Certified copy of a constitution	N/A	N/A	✓	N/A
h.	Copy of memorandum and articles of association	N/A	N/A	N/A	✓
i.	Board Resolution (Extracts of the meeting that authorizes the opening of accounts)	N/A	✓	✓	✓
j.	Details of main sponsors/ donors (including proof of their identity)	N/A	N/A	✓	N/A

* Proof of identity for all signatories, a minimum of 2 directors including Managing Director and all shareholders with significant influence to the company (Shareholders with significant influence are those holding at least 25% of shares).