


**BUSINESS ACCOUNT APPLICATION FORM / BORANG PERMOHONAN AKAUN PERNIAGAAN**

Branch / Cawangan

Account No. / No. Akaun

Name Of Company / Nama Syarikat

CIC No. / No. CIC

Date / Tarikh

Business Registration/Certificate Of Incorporation No. / No. Pendaftaran Perniagaan/No. Sijil  
(enclose the front copy of Reg. form that bears the number)
**1. TYPE OF ACCOUNT / JENIS AKAUN**
 Current Account-i / Akaun Semasa-i

 Fixed Term Investment Account-i / Pelaburan Jangka Tetap Akaun-i

 Fixed Term Investment Account-i Tenure / Tempoh Akaun Pelaburan Jangka Tetap-i  (months / bulan)

Instructions (tick ✓) / Arahan-arahan (tanda ✓)

 Rollover investment principal and profit for same term unless otherwise advised / Memperbaharui jumlah pelaburan dan keuntungan untuk tempoh yang sama kecuali dimaklumkan.

 Rollover investment principal for same term and credit profit to Account No. / Memperbaharui jumlah pelaburan untuk tempoh yang sama dan kreditkan keuntungan ke dalam

No. Akaun \_\_\_\_\_

 To credit the investment principal and profit to Account No. / Kreditkan jumlah pelaburan dan keuntungan ke dalam No. Akaun \_\_\_\_\_

**2. BUSINESS ENTITY / ENTITI PERNIAGAAN**
 Sole Proprietorship / Pemilikan Tunggal

 Partnership / Perkongsian

 Government / Kerajaan

 Semi-Government / Semi-Kerajaan

 Others (specify) / Lain-lain (nyatakan)

 Private Limited Company / Sdn Bhd

 Public Limited Company / Bhd

 Association/Club/Society / Perbadanan/Kelab/Persatuan

Nature Of Business (please specify) / Jenis Perniagaan (sila nyatakan)

Document Type / Jenis Dokumen

 Business Registration Certificate / Sijil Pendaftaran Perniagaan

 Certificate Of Incorporation (enclose Form 49 where applicable) / Sijil Daftar Pertubuhan (sertakan Borang 49 jika perlu)

 Association/Club/Society / Perbadanan/Kelab/Persatuan

 Others (specify) / Lain-lain (nyatakan) \_\_\_\_\_

Mailing Address / Alamat Surat-menyurat

City / Bandar

Postcode / Poskod

State / Negeri

Country / Negara





Business Address (if different from above) / Alamat Perniagaan (jika lain daripada atas)

City / Bandar

Postcode / Poskod

State / Negeri

Country / Negara





Contact Person / Wakil Untuk Dihubungi

Tel No. / No. Telefon

Date Established/Incorporated / Tarikh Penubuhan (dd/mm/yyyy)

Country Of Domicile / Negara Asal




Annual Sales Turnover / Anggaran Jualan Tahunan

 ≤RM5 Mil

 RM5 Mil – 25 Mil

 RM25 Mil – 50 Mil

 >RM50 Mil

**3. PROPRIETORSHIP/PARTNERSHIP/PRIVATE LIMITED CO./LIMITED CO. (PLEASE SUBMIT COPY OF ID DOCUMENT) / PEMILIK TUNGGAL/PERKONGSIAN/SDN BHD/BHD (SILA SERTAKAN SALINAN KAD IDENTITI)**

1. Name In Full / Nama Penuh

IC No./Passport No. / No. KP/No. Pasport

Position / Jawatan



2. Name In Full / Nama Penuh

IC No./Passport No. / No. KP/No. Pasport

Position / Jawatan



3. Name In Full / Nama Penuh

IC No./Passport No. / No. KP/No. Pasport

Position / Jawatan



4. Name In Full / Nama Penuh

IC No./Passport No. / No. KP/No. Pasport

Position / Jawatan



5. Name In Full / Nama Penuh

IC No./Passport No. / No. KP/No. Pasport

Position / Jawatan





## 10. DOCUMENTS REQUIRED / DOKUMEN YANG DIPERLUKAN

No.	Documents	Types Of Accounts						
		SP	PS	SB	BHD	PRO	ACS	EXT
1.	National Registration Identity Card (NRIC) - Mandatory For Malaysian Citizens	✓	✓			✓		
2.	Passport - Mandatory For Non-Malaysian Citizens	✓	✓			✓		✓
3.	Kad Pengenal Angkatan Tentera (BAT C 10)	✓	✓			✓		
4.	Surat Pengenal Sementara Angkatan Tentera (BAT C 10a)	✓	✓			✓		
5.	Kad Kuasa Polis Di Raja Malaysia	✓	✓			✓		
6.	KPPK 09 - Temporary Document Of Identity Pending Issuance Of A GMPC MyKad	✓	✓					
7.	Borang A - Business Registration Certificate With ROB (must sight original)	✓	✓					
8.	Borang B - Change In Particulars Of Sole-Proprietor/Partnership With ROB, If Any (must sight original)	✓	✓					
9.	Borang D - Annual Renewal Certificate (if any) Note: Both Borang A and Borang B (if any) must be renewed annually and such renewal is confirmed by Borang D. When scrutinising Borang A or B, the expiry date of the document must be noted. If the date has expired, Branch must request for the production of Borang D to validate the existence of the business.	✓	✓					
10.	Obtain A Copy Of The "Deed of Partnership" (if any)		✓					
11.	Customer's Specimen Rubber Stamp - (if any)	✓	✓	✓	✓	✓	✓	
12.	Identification Documents Of The Authorised Signatories (must sight original)			✓	✓		✓	
13.	Form 9 - Certificate Of Incorporation (must sight original)			✓	✓			
14.	Memorandum And Articles Of Association (M & A) - Board Resolution authorising the appointment of the Bank as the company's banker, authority to open a current account in the name of the company, the appointment of Authorised Signatories and the manner of operating the account certified by the Company Secretary.			✓	✓			
15.	Certificate To Commence Business, If Public Limited Companies (must sight original)				✓			
16.	Form 24 - Return Of Allotment Of Shares			✓	✓			
17.	Form 49 - Return Given Particulars In Registers Of Directors, Managers And Secretaries And Change Of Particulars			✓	✓			
18.	Form 23 - Certificate Of Trading (for Public Limited Companies)				✓			
19.	Certificate Of Practice Issued By The Relevant Professional Bodies/Authority					✓		
20.	License Or Certificate Of Registration Issued By The Registrar Of Society (ROS)						✓	
21.	Resolution & Minutes Of Meeting Passed By The Committee Or Other Governing Body Certified By The Chairman And Secretary						✓	
22.	Work Permit Or Letters Of Appointment (foreign worker)							✓
23.	Student ID/International Student Identification Card (ISIC) Membership Card, Letter Of Offer From College/University Concerned Or Other Supporting Documents (foreign students)							✓
24.	Student Visa Issued By The Immigration Department (foreign students)							✓

## 11. IMPORTANT NOTE

- All required documents are to be produced in the original form for verification.
- For Partnerships - All partners must sign on application forms and understand the requirements.
- For Partnerships - All partners must produce their NRIC and copies of them.
- All Signatory/Authorised Signatories must be present.
- For Companies - Check Form 49 - All Directors/Company Secretaries named in the Resolution are still currently the Directors/Company Secretaries of the Company; otherwise the Resolution passed is not correct and invalid.
- For Companies - Photocopies of documents must be duly certified as true copies by the Director/Company Secretary and must have the name of the Director/Company Secretary.
- For Companies - All Authorised Signatories must produce their NRIC and copies of them.

## 12. TYPES OF ACCOUNTS

SP - Sole Proprietorship / *Pemilikan Tunggal*

PS - Partnership / *Perkongasian*

SB - Private Limited Company / *Sendirian Berhad*

Bhd - Public Limited Company / *Berhad*

PRO - Professionals (eg. solicitors, doctors, architects and accountants)

ACS - Association, Club or Society / *Perbadanan, Kelab atau Persatuan*

## 13. LIST OF VARIOUS PROFESSIONS WHICH ARE EXEMPTED FROM REGISTRATION WITH THE REGISTRAR OF BUSINESS

- Accountants - Accountants Act 1967 (Revised 1972)
- Advocates & Solicitors - Legal Profession Act 1976
- Architect - Architects Act 1967
- Chemists - Chemists Act 1975
- Dentist - Dental Act 1971
- Doctors - Medical Act 1971
- Engineers - Registration of Engineers Act 1967 (Amendment 2002)
- Land Surveyors - Licensed Land Surveyors Ordinance 1958
- Pharmacists - Registration of Pharmacists Ordinance 1951
- Surveyors - Registration of Surveyors Act 1967
- Valuers & Appraisers - Valuers & Appraisers Act 1981
- Veterinary Surgeons - Veterinary Surgeons Act 1974