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| Please Attach signatory (ies) Passport photograph(s) |

# DATA UPDATE/ ACCOUNT CREATION FORM (CORPORATE/ENTERPRISE)

 **(A) PARTICULARS OF ACCOUNT**

Account Name …………..…………………………………………………………………………………………………………………………….

Nature of Business ……………………………………………..Date of Incorporation/Registration……………………………

RC/Reg. No……………………..………… Registered Address………………………………………………………………………………

 ……...………………………………………………………………………………………………………………………………………………………..

Current/Operating Address…………………………………………………………………………………………………………………………………………………

Corporate Email Address……………………………………………………………………..Tel (Nos)................................................................

Bank Name……………………………Bank Account No………………………………………………..Date of Account Creation……………………….

Bank Verification No(BVN)………………………………………………………TAX Identification No(TIN)……………………………………………….

BANK BRANCH……………………………………………………………………………….

**DO YOU OPT FOR DIRECT CASH SETTLEMENT INTO YOUR BANK ACCOUNT? YES NO NO**

Contact Person……………………………………………………………………………………………………………………………………………………………………

Contact Person Phone Number(s)...…………………………………………………………………………………………………………………………………...

Contact Person E-Mail Address………………………………………………………………………………………………………………………………………..…

**Please attach list of other accounts owned in any bank separate from the one stated above.**

**Authorised Signature(s)**

1. Name…………………………………………………………………………….Signature……………………………………………….Date…………………………

2. Name……………………………………………………………………………..Signature……………………………………………….Date……………………….

3. Name…………………………………………………………………………………Signature…………………………………………………Date………………

**SIGNATURE MANDATE CARD**

**Account Name………………………………………………………………………………………………………………………………………….....**

 **Account Number (CSCS)…………………………………….. Date Account Opened …………………………………………………………...**

**Address ……………………………………………………………………………………………………………………………………………………….**

**Telephone Number(s)………………………………………………………………………………………………………………………............**

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| **S/N** | **NAME** | **SIGNATURE** | **CLASS** | **PHOTOGRAPH** |
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| **TITLE** |  |  |  |  |

**Mandate:**

**Either “A” or “B” to sign singly YES……………………………… NO…………………………….**

**Both “A” and “B” to sign jointly YES……………………………… NO……………………………**

**Other Mandate Types**

**……………..……………………………………………………………………………………………………………………………………………**

**…………………………………………………………………………………………………………………………………………………………..**

**(B) DIRECTORS/SIGNATORIES DETAILS**

1. Name………………………………………………………………………………………………………………………………………………………………………………

Residential address…………………………………………………………………………………………………………………………………………………………….

Date of Birth……………………….Sate of Origin……………………LGA of origin………………………………………Nationality………………………

E-mail Address……………………………………………. Tel No(s)…………………………………………………………ID Type…………………………………

ID No…………………………………………….Date Issued………………………………………………..Expiry Date………………………………………………

BVN………………………………………..BANK BRANCH……………………….DATE OF ACCT CREATION………………………………………………

2. Name………………………………………………………………………………………………………………………………………………………………………………

Residential address…………………………………………………………………………………………………………………………………………………………….

Date of Birth………………………Sate of Origin……………………….LGA of origin……………………………………Nationality………………………

E-mail Address……………………………………………. Tel No(s)…………………………………………………………ID Type…………………………………

ID No…………………………………………….Date Issued………………………………………………..Expiry Date………………………………………………

BVN……………………………………………………BANK BRANCH………………………………DATE OF ACCT CREATION………………………………..

3. Name………………………………………………………………………………………………………………………………………………………………………………

Residential address…………………………………………………………………………………………………………………………………………………………….

Date of Birth……………………Sate of Origin……………………….LGA of origin………………………………………Nationality………………………

E-mail Address……………………………………………. Tel No(s)…………………………………………………………ID Type…………………………………

ID No…………………………………………….Date Issued………………………………………………..Expiry Date………………………………………………

BVN…………………………………………BANKBRANCH………………………………………DATE OF ACCT CREATION……………………………………

**Please attach extra sheet if more than three Directors/Signatories**

**(C) (CERTIFICATION)**

(I) We certify that we have signed the E-mail and Telephone Instructions Indemnity.

(ii) We certify that the information provided above are all true and correct.

1.…………………………………………………………………………. ………………………………………………………… ……………………………………

 NAME SIGNATURE DATE

2.…………………………………………………………………………. ………………………………………………………… ……………………………………

 NAME SIGNATURE DATE

(D**) DOCUMENTS FOR SUBMISSION**

1. Valid International Passport/ Driver’s License /National ID Card of Directors/Signatories
2. Utility Bill of Company & Directors/Signatories
3. 2 Recent passport Photographs of all Signatories
4. Certified True copies of Form CO7 & and CO2
5. Memorandum & Articles of Association
6. Certificate of Incorporation/Registration of Business Name
7. Board Resolution for opening account

FOR OFFICIAL USE ONLY

Relationship Manager………………………………… Telephone………………………………Date……………………………………

Verified By……………………………………………………Signature……………………………….Date…………………………………….

Approved By…………………………………………….Signature…………………………………Date………………………………………

INTRODUCED BY……………………………………………………………………………………………………………………………………….