Prime Bank

ACCOUNT OPENING REQUIREMENTS - LIMITED COMPANY

- ☐ Certified Board Resolution (Annexure D) authorizing the company to open an account with Prime Bank indicating mode of operation with names of authorized signatories (Two Directors Or One Director And The Company Secretary Should Sign The Resolution)
- ☐ Certificate of Incorporation (For Main And Holding Companies)
- ☐ Company KRA PIN Certificate
- ☐ Form CR 1 & CR 2 , CR 12 (For Companies Registered Post 2nd December 2015) or Memorandum & Articles of Association (For Companies Registered Prior To 2nd December 2015)
- ☐ License required based on nature of business - Industry / Professional licenses (As Applicable)
- ☐ For Foreign registered companies – Certificate of Compliance, Forms FC 1, 3 and CR 12, foreign entity registration documents i.e. Certificate of Registration, MOA and shareholding structure
- ☐ CRS–E Form for non-resident companies
- ☐ FATCA declaration - W9 Form for US Citizens
- ☐ BO Forms (Mandatory) and CRS-CP form (If Applicable)
- ☐ Latest Audited Financial Statements (Except For Newly Registered Companies)
- ☐ Annual Returns
- ☐ Proof of physical address/registered office/principal place of business e.g., utility bill, tenancy agreement

Company officials authorized to open an account as per Board Resolution (Non-Signatory To The Account):

- ☐ Resident Citizen – National ID or Passport, Mobile number, email address, KRA PIN
- ☐ Non-Resident Citizen – National ID and Passport, Mobile number, email address, KRA PIN
- ☐ Resident Non-Citizen - Foreign Passport, mobile number, email address, KRA PIN
- ☐ Non-Resident Non–Citizen – Foreign Passport notarized or attested by a bank of international repute, mobile number, email address, KRA PIN

SIGNATORIES RESIDENT IN KENYA:	SIGNATORIES NON-RESIDENT IN KENYA:
Citizen:	**Non-Resident Citizen:**
☐ National ID or Passport ☐ KRA PIN ☐ One colour photograph ☐ FATCA (If Applicable)	☐ Passport and National ID ☐ KRA PIN ☐ One colour photograph ☐ FATCA or CRS-I Form ☐ Work or Resident Permit in country of residence
Non-Citizen:	**Non-Resident Non-Citizen:**
☐ Passport ☐ KRA PIN ☐ One colour photograph ☐ Applicable Permit Class or PR Certificate	☐ Foreign Passport ☐ KRA PIN ☐ One colour photograph ☐ FATCA or CRS-I Form ☐ Investor Permit for Investors or PR Certificate (If Applicable) ☐ Bank Statement (For 1 Year And Certified By Bank Where Account Is Held)

Beneficial/Ultimate owners – Natural Persons owning 10% and over/exercising ultimate control

Resident Citizen:	Resident Non-citizen:
☐ National ID or Passport ☐ KRA PIN	☐ Foreign Passport ☐ KRA PIN ☐ Applicable Permit Class or PR Certificate
Non-Resident Citizen:	**Non-Resident Non-Citizen:**
☐ National ID or Passport ☐ KRA PIN	☐ Foreign Passport ☐ KRA PIN ☐ CRS-CP or FATCA for BOs of Passive non-financial Entities (PNFEs)

* N.B: Non-Resident Investor/Beneficial Owner should provide Investor's Permit (Class G Permit) or permanent residency certificate

* Documents for foreign entities registered outside Kenya must be attested by the foreign embassy either in Kenya or abroad or notarized in the home country.
* Documents submitted to the Bank must be self-attested by customers and originals verified by bank officials.