Prime Bank

ACCOUNT OPENING REQUIREMENTS - PUBLIC BENEFIT ORGANIZATION (PBOs) – FORMALLY NON-GOVERNMENTAL ORGANIZATION (NGOs)

- [ ] Certificate of Registration for Local PBOs; Certificate to operate in Kenya for International PBOs operating in Kenya and where a PBO is exempted from registration, permit to operate in Kenya (From PBORA)
- [ ] PIN of the PBO
- [ ] A copy of the Organization's constitution or the rules and regulations or charter or by-laws registered with PBORA
- [ ] Letter of introduction from PBORA indicating the office bearers and signatories
- [ ] Resolution to open an account from the PBO (Annexure E)
- [ ] Identification documents of all the office bearers and signatories with 1 color passport size photograph (Address Proof For All Non-Resident Signatories)
- [ ] List of Office Bearers/Executive/Management Committee members in accordance with the Constitution and the identification documents
- [ ] Proof of physical address/registered office/principal place of business e.g., utility bill, tenancy agreement
- [ ] FATCA requirements - W9 Form for US Citizens, for BOs
- [ ] Work Permit (As Applicable)
- [ ] The BO (Beneficial Owner)/ Controlling persons details together with their identification documents
- [ ] Source of funds - get a list of approved donors where funds will be received from
- [ ] Use of funds – justification which should be in line with the core purpose of the PBO

OFFICE BEARERS/ SIGNATORIES:

Resident Citizen:

- [ ] National ID or Passport
- [ ] KRA PIN
- [ ] One colour photograph
- [ ] FATCA (If Applicable)

Non-Resident Citizen:

- [ ] Passport and National ID
- [ ] KRA PIN
- [ ] One colour photograph
- [ ] FATCA or CRS-I Form
- [ ] Work or Resident Permit in country of residence

Resident Non-Citizen:

- [ ] Foreign Passport
- [ ] KRA PIN
- [ ] One colour photograph
- [ ] Applicable Permit Class D or Class G or PR Certificate or Foreigner's Certificate
- [ ] FATCA or CRS-I Form (If Applicable)

Non-Resident Non-Citizen:

- [ ] 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)

* Documents submitted to the Bank must be self-attested by customers and originals verified by bank officials.