

**REQUISITE DOCUMENTS
FOR ESTABLISHING BANKING RELATIONSHIP WITH UOB HONG KONG BRANCH
– LIMITED COMPANY –**

A.	Company (<i>Note: Items 1-4 under Section A NOT required for a company listed on a Recognized Stock Exchange ^{Note 1}</i>)
<input type="checkbox"/>	1. Certificate of incorporation and any subsequent certificate(s) of change of name
<input type="checkbox"/>	2. Valid business registration (where applicable)
<input type="checkbox"/>	3. Company search report or certificate of incumbency or equivalent document ^{Note 2} issued within the last 6 months
<input type="checkbox"/>	4. Ownership structure of the Company, showing the full name, place of incorporation and percentage shareholdings of <u>all</u> intermediate layers up to the beneficial owners ^{Note 3 & Note 4}
<input type="checkbox"/>	5. Articles of association (and memorandum of association, where appropriate) and any subsequent amendment(s)
B.	Immediate holding company which holds or controls 25% or more of the voting rights or share capital of the Company (<i>Note: Section B documents NOT required for a company listed on a Recognized Stock Exchange ^{Note 1}</i>)
<input type="checkbox"/>	6. Company search report/ certificate of incumbency or equivalent document issued within the last 6 months ^{Note 4}
C.	Two Company directors (including the managing director)
<input type="checkbox"/>	7. Valid identification document ^{Note 5} (where a director is a corporate entity, Section A documents of the corporate entity and a valid identification document of its two directors (including the managing director) are required)
<input type="checkbox"/>	8. Proof of residential address issued within the last 6 months ^{Note 4}
D.	All beneficial owners ^{Note 3} (<i>Note: Section D documents NOT required for a company listed on a Recognized Stock Exchange ^{Note 1}</i>)
<input type="checkbox"/>	9. Valid identification document ^{Note 5}
<input type="checkbox"/>	10. Proof of residential address (and permanent address if different) issued within the last 3 months
E.	All authorized account signatories/ authorized persons acting on behalf of the Company (hereinafter collectively referred to as “Authorized Signatories”)
<input type="checkbox"/>	11. Valid identification document ^{Note 5}
<input type="checkbox"/>	12. Proof of residential address proof issued within the last 6 months ^{Note 4}
F.	Trust involved in the Company’s ownership structure (where applicable)
<input type="checkbox"/>	13. Trust deed and any subsequent amendment(s) / written confirmation from the trustee or a lawyer who has reviewed the relevant trust instrument/ trust companies which manage the trust and are subsidiaries of a licensed bank in Hong Kong, showing all of the following details: - (a) Name and date of establishment/ settlement of the trust; (b) jurisdiction whose laws govern the arrangement, as set out in the trust instrument; (c) the identification number (if any) granted by any applicable official bodies (e.g. tax identification number or registered charity or non-profit organization number); and (d) identification information of trustee(s), settlor(s), any protector(s) or enforcers, and known beneficiaries
G.	Others
<input type="checkbox"/>	14. Board resolution conferring authority on those acting on behalf of the Company and specimen signature(s)
<input type="checkbox"/>	15. Application form(s)

Important note:

Note 1: Recognized stock exchanges include stock exchanges listed on a Financial Action Task Force (“FATF”) member jurisdiction, Kuala Lumpur Stock Exchange and Stock Exchange of Thailand.

Note 2: The equivalent document should be issued by the Company’s registered agent in the place of incorporation or a professional third party in the relevant jurisdiction, containing information on the Company status (i.e. whether it is still registered and has not been dissolved, wound up, suspended or struck off), names of directors and shareholders and registered office address.

Note 3: Beneficial owners in relation to a corporation: -

(a) means an individual who: -

- (i) owns or controls, directly or indirectly, including through a trust or bearer share holding, not less than 10% of the issued share capital of the corporation;
- (ii) is, directly or indirectly, entitled to exercise or control the exercise of not less than 10% of the voting rights at general meetings of the corporation; or
- (iii) exercises ultimate control over the management of the corporation; or

(b) if the corporation is acting on behalf of another person, means the other person

Beneficial owners in relation to a trust means: -

- (a) an individual who is entitled to a vested interest in not less than 10% of the capital of the trust property, whether the interest is in possession or in remainder or reversion and whether it is defeasible or not;
- (b) the settlor, protector or enforcer of the trust; or
- (c) an individual who has ultimate control over the trust

Note 4: Certification by a director of may be acceptable for the document(s) required under this particular item.

Note 5: Identification documents in relation to: -

(a) Hong Kong resident

- (i) Hong Kong Identity Card; and
- (ii) Where an individual is a non-permanent resident, nationality proof (e.g. valid travel document such as passport, government or state-issued national identity card/document bearing the individual’s photograph)

(b) Non-Hong Kong resident

- (i) valid passport or other travel document; or
- (ii) government or state-issued national identity card bearing the individual’s photograph (acceptable only if the individual is not physically present in Hong Kong for verification purposes)

Note 6: If the original copy of a document is not available for sighting by a staff of UOB Hong Kong Branch or the document provided is not an original copy, the copy document must be certified true and correct by a suitable certifier (except those marked with “^{Note 4}”). Examples of a suitable certifier include: -

- (a) a solicitor / certified public accountant practicing in Hong Kong, Singapore or any other FATF member jurisdiction; or
- (b) a current member of the Hong Kong Institute of Chartered Secretaries practising in Hong Kong; or
- (c) a bank staff of UOB Bank Group, authorized institution, licensed corporation, authorized insurer, appointed insurance agent or appointed insurance broker in Hong Kong.

The certifier must sign and date the copy document (printing his/her name clearly in capitals underneath) and clearly indicate his/her position or capacity on it. The certifier must state that it is a true copy of the original (or words to similar effect).

Note 7: Where a certified document is not in English or Chinese, an English translation of the same prepared by a professional third party should be provided.

Note 8: UOB Hong Kong Branch may request further documents and/or other information for the purpose of banking relationship establishment where necessary.

Note 9: UOB Hong Kong Branch reserves the right to decline any relationship establishment request without giving any reason.