



Tel (264) 497-2101 / 2007
Fax (264) 497-3310
Email: nbabankl@anguillanet.com

NATIONAL BANK OF ANGUILLA LTD

FINANCIAL INSTITUTION ACCOUNT OPENING REQUIREMENTS CHECKLIST

Corporate Governance Documents

Articles of Incorporation or Continuance

Certificate of Incorporation or

Continuance

By-Laws

Directors Resolution

Minutes of Organizational Meeting

Notice of Directors

Notice of Registered Office

Latest Annual Return

Proof of Years of Operation

Physical Location

Staffing of Bank's Premises

Business Plan (*should include at a minimum a description of the history and nature of the business, owners, management, product / service offering, financial information with historical statements and three year projected statements*)

List of beneficial owners who are ultimate holders of 20% or more of the financial institution

Certificate of Good Standing

A copy of the last available Annual Report and Accounts of the financial institution

Business License

AML Policy or Manual

Profile of Bank's Management Team

Bank's Customer Base (including geographic location and nature of services provided)

NB: *Paragraph 1 of the ECCB Administrative Guidelines No. 1 of 2002 - including requiring a) Sight of all incorporation records including signed licence or other instrument authorising conduct of banking business by the bank. Ensure that all copies are authenticated by a Notary Public*

Updated March 18, 10

Bank Forms to be Completed

Resolution from Board regarding Banking Account

Agreement re Operation of Account

Application for Company to Open and Operate an International Private Banking Account

Application for an Individual to Open and Operate a Bank Account (*this form must be completed by each beneficial owner, signatory and / or directory of the company whose name is listed on the account*)

Signature Cards

Check File Dividers (*for chequing accounts*)

List of Officers and Directors

Transaction Profile

Personal Documents (*required by Beneficial Owners, Principals, Signatories and Directors*)

Copy of current valid full passport and

Copy of a full driving license (*provided it bears a photograph of the applicant*) or

Copy of other official government issued document or ID (*provided it bears a photograph of the applicant*)

Two (2) personal references (*should contain contact information of referee*)

One (1) bank reference (*should be printed on original letterhead of the institution providing the reference*)

(All identification documents must be certified by a Notary Public if original is not presented at account opening and verified by bank officer)

Additional Information

The purpose and intended nature of the business relationship or the reason for establishing the account

Affiliates of the Bank

Details of any existing relationship with the Bank

Reason for choosing NBA, a bank based in Anguilla (*Foreign Client*)

Names of financial institutions with which the Bank conducts business

Information on third party agents that carry out functions of the Bank

Checked names of all signatories, directors and beneficial owners through third party source

NB: All personal documents / bank forms not signed in the presence of the bank officer must be legally certified copies.

The certifier or notary public must provide his / her full name, position or capacity, business or residential address and telephone number or email address.