

**CITI  
INVESTMENT  
CAPITAL LTD**

**CORPORATE ACCOUNT OPENING FORM**



## CORPORATE ACCOUNT OPENING FORM

Citi Investment Capital Ltd

(Please fill all information in BLOCK letters)

Member of the Nigerian Stock Exchange

### Client Information

Company Name:

Date of Incorporation and RC No:

Office Address:

Type of Business:

Approximate Asset Size:

Day Phone Number:

Email:  Fax:

#### Bank Transfer Purposes Only

Bank:

Address of Bank:

### Authorised Signatories

1. Names:

(Surname First)

Designation:  Email:

Phone Number:  Signature:

2. Names:

(Surname First)

Designation:  Email:

Phone Number:  Signature:

3. Names:

(Surname First)

Designation:  Email:

Phone Number:  Signature:

(N.B.: Please print and fill extra copy (ies) of this page if there are additional signatories)



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**Client's Signature Mandate**

*Please tick as appropriate signatory (ies) for transactions on account*

**Sole Signatory:**  **All Signatories:**  **Either Signatory:**  **Any Two Signatories:**

**Signatory's Name:**   
*(Surname first)*

**Signature:**

Affix  
Passport  
Photograph  
Here

**Type of Signatory:** A  B

**Signatory's Name:**   
*(Surname first)*

**Signature:**

Affix  
Passport  
Photograph  
Here

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**Set Off**

We agree that Citi Investment Capital Ltd may, at any time without notice, notwithstanding any settlement of account or other matter whatsoever, combine or consolidate all or any of the company's existing account(s) opened in the company name or name(s) of agent(s), trustee(s), executor(s), successor(s) in title assigns, and set off, appropriate or transfer any sum(s) standing to the credit of any of such accounts towards satisfaction of any liabilities be it present or future, actual or contingent, primary or collateral and several or joint.

**Declaration**

We declare that the information given in the account opening form is true and correct. We agree that any information found to be false may cause Citi Investment Capital Ltd to decline the application or close the account if it has been opened. Should any details change in future, e.g. address, name of Company, etc., we shall inform Citi Investment Capital Ltd promptly.

We note that Citi Investment Capital Ltd shall not bear any responsibility or liability whatsoever for funds handed to members of staff or any cash payment made to any account officer for the purpose of account opening.

**Funding Account in Debit**

If for any reason Citi Investment Capital Ltd authorizes the execution of our validly executed mandate when at the material time the account does not have sufficient funds to accommodate the value of transaction, (and the said account is thereby thrown into debit) we agree that an overdraft position is thereby created.

**Director**

**Director/Secretary**

*(N.B.: Affix Company Seal Here)*



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Please fill all information in BLOCK letters

**CENTRAL SECURITIES CLEARING SYSTEM LTD  
(THE CLEARING HOUSE)**

**Particulars of Shareholders**

<b>Current Date:</b>		
<b>Member Code:</b>		
<b>Company's Name:</b>		
<b>Shareholder's Type:</b>		
<b>Clearing House Number (CHN):</b>		
<b>Date of Incorporation:</b>		
<b>Names of Directors:</b>		
<b>Names of Company Shareholders:</b>		
<b>RC Number:</b>		
<b>Contact Address:</b>		
<b>Other Address/Branch Office:</b>		
<b>City:</b>	<b>Country:</b>	<b>Postal Code:</b>
<b>Phone:</b>	<b>Fax:</b>	
<b>Reference No:</b>		
<b>Country of Origin (for statistical purposes):</b>		

**Waiver**

\_\_\_\_\_ of \_\_\_\_\_

\_\_\_\_\_ a company registered under Nigerian Law, is a prospective shareholder in securities quoted on The Nigerian Stock Exchange and we hereby FREELY state that being aware of our right to be issued with share certificate(s) under sections 146 and 147 of the Companies and Allied Matters Decree 1990 and the Memoranda and Articles of Association of the Listed Companies for our sole benefit and private purposes do hereby waive the said right and also DECLARE that we shall accept as sufficient certification of our shareholding any memorandum to that effect delivered to us by the said listed company / companies or the CENTRAL SECURITIES CLEARING SYSTEM LIMITED acting on behalf of same as satisfaction of our said right under the sections of Memoranda and Articles of Association aforementioned.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

Director: \_\_\_\_\_

Secretary \_\_\_\_\_

Company Seal



**Official Use Only**

<b>Client's Account Number:</b>	
<b>CSCS Number:</b>	
<b>Introduced By:</b>	
<b>Account Officer's Name:</b>	
<b>Account Officer's Phone Number:</b>	<b>Email:</b>
<b>Signature of Account Officer:</b>	
<b>New Account Approved By:</b>	
<b>Head, Operations:</b>	
<b>Signature:</b>	

**Checklist of Documents Received**

- 1. Completed Account Opening Form
- 2. Copy of Certificate of Incorporation
- 3. Memorandum and Articles of Association
- 4. Board Resolution
- 5. Completed Signature Mandate
- 6. One (1) Passport Photograph for each Signatory
- 7. Copy of any Utility Bill not more than Three (3) Months Old (PHCN; Water Bill; Telephone Bills)
- 8. CAC Form C07/ Form CAC 7 - Particulars of Directors
- 9. CAC Form C02/ Form CAC 2 - Allotment of Shares of the Company
- 10. Residence Permit (Where Applicable)
- 11. Indemnity Letter/Power of Attorney
- 12. Means of Identification of Signatories or Directors (International Passport, Driver's License, or National ID card)



Please fill all information in BLOCK letters

**Corporate/Board Resolution**

We hereby certify that the Board of Directors of (a) \_\_\_\_\_

At a meeting of the Board held on the (b) \_\_\_\_\_

At (c) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Passed the following resolution which was recorded in the Minute Book of the Company:

**RESOLVED**

- (I) That an Investment Account for the company be opened with Citi Investment Capital Limited, of 47 A/B, Glover Road, Ikoyi, Lagos.
- (II) That Citi Investment Capital Limited is hereby instructed and requested to honour and pay all orders, cheques, bills of exchange, promissory notes and negotiable instruments expressed to be made, issued, drawn or accepted on behalf of the Company and drawn upon or made payable, provided such documents are signed by:

(d) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signing Instructions:** \_\_\_\_\_  
\_\_\_\_\_

- (III) That Citi Investment Capital Limited is hereby requested and authorised to act on any instructions with regard to any transactions of the Company provided they are signed in the manner provided for in paragraph (II) of this resolution.
- (IV) That Citi Investment Capital Limited has been supplied with a copy of the Memorandum and Articles of Association of the Company and a list of the names and signatures of the Directors, Secretary, and other officers and authorised officials in the Company.
- (V) That this resolution be communicated to Citi Investment Capital Limited and remain effective until duly rescinded and, or, modified by a subsequent resolution passed by the Board of Directors, a certified copy of which, signed by the Chairman and the Secretary, shall be communicated to Citi Investment Capital Limited.

**Chairman/Director:** \_\_\_\_\_

**Director/Secretary:** \_\_\_\_\_

*Notes: (a) Name of Company (b) Date of Meeting (c) Venue of Meeting (d) Mandate for operation of account.*