

This form can be filled in on a computer; alternatively, use black ink and CAPITAL letters.

Tick (✓) where documents have been supplied

Statutory Documents	
• A certified copy of the “Acte de Société” or “Statuts de la Société” duly stamped with the notary’s seal	<input type="checkbox"/>
• A certified true copy of Certificate of Current Standing from the relevant authorities (for Foreign Sociétés) or an extract from Companies Registry dated less than 6 months (e.g. Extrait K-Bis - for sociétés incorporated in France)	<input type="checkbox"/>
• A certified true copy of Business Registration Card of the “Société” (as applicable)	<input type="checkbox"/>
• A duly dated and signed business plan or certified true copy thereof, clearly detailing out the business activities of the Société and including the sources and application of funds and estimated volume of inflows and outflows or a certified true copy of the latest financial summary or audited accounts/financial statements	<input type="checkbox"/>
Sociétaires	
• Identity documents of all actionnaires with 20% or more ownership (depending on the capital contribution amount, identity documents may be requested for actionnaires having less than 20 % ownership)	<input type="checkbox"/>
• A duly dated and signed shareholding structure (where appropriate), clearly mentioning the percentage shareholding interest held. The structure should go back to the ultimate beneficial owner(s)	<input type="checkbox"/>
• A Declaration of Beneficial Ownership of entity duly signed by the gérant(s)/administrator(s) of the applicant	<input type="checkbox"/>
Gérants/Administrators	
• Identity documents of all “gérants” or administrators	<input type="checkbox"/>
Authorised Signatories	
• Resolution (original or certified true copy), authorising the opening of accounts and giving the authority to the signatories (as well as listing the signatories’ specimen signatures) for:	<input type="checkbox"/>
➤ the operation of the accounts; and	<input type="checkbox"/>
➤ the signing of documents.	<input type="checkbox"/>
• Identity documents for all authorised signatories	<input type="checkbox"/>
Other Information	
• For “Sociétés” more than one year in existence, an undertaking duly signed by the “gérant(s)"/administrator(s) stating that: No changes have been brought to the “Statuts de Société”, including confirmation of no change concerning the “sociétaires”	<input type="checkbox"/>
OR	
• Extract of files (dated less than 3 months) bearing the seal of the Registrar of Companies (manual or electronic), signed by any Director or Company Secretary	<input type="checkbox"/>
• A certified true copy of the Notice of Registered Address bearing the seal of the Registrar of Companies or a extract of files (dated less than 3 months) bearing the seal of the Registrar of Companies (manual or electronic), signed by any director or company secretary	<input type="checkbox"/>
• Form “F 2064 - Self Certification Form for Entities”	<input type="checkbox"/>

Identity documents are:

- Original or certified true copy of a proof of identity in the form of a valid passport or identity card with clear photographic image, bearing the individual’s specimen signature
- Original or certified true copy of a proof of current permanent residential address dated less than 3 months.
- For non-resident/non-citizen ‘sociétaire(s),’ a letter of reference from a reputable bank or other acceptable financial institution (dated less than 6 months) or letter of authority.
- For non resident/non-citizen sociétaires, a copy of the Curriculum Vitae (CV) or equivalent document, providing a clear indication of his/her profile (qualifications, work experience and timeframe related to same).