



# Business Account Opening Form - English



I/We, the undersigned hereby request you to open the below detailed bank account for our company. We declare that we have read, understood, accepted and adhere to the terms and conditions of the bank.

### Section 1: account type & business details:

Please mark with "✓" where appropriate:

Business type	Please mark "✓"
Sole proprietor business	
SME/Corporation	
Society account	
NGO	
Bill taker	
School/University	
Other business type (Please specify) _____	

Account type	Please mark "✓"
Current account	
Saving account	

Account currency type	Please mark "✓"
Somali shilling	
USD	
EUR	
GBP	
Other currency (Please specify) _____	

Added services	Please mark "✓"
Should we print a cheque book for your company?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Should we provide an Internet banking Service to your company?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Should we print a corporate ATM card for your company? If yes, under which name?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name: _____ ID _____	
Address _____ Tel. _____	
E-mail _____	



Business name (As per license)

\_\_\_\_\_

Business license number

\_\_\_\_\_

Nature of business

\_\_\_\_\_

**Business Address:**

Road/Street

\_\_\_\_\_

Building

\_\_\_\_\_

P.O. Box

\_\_\_\_\_

District

\_\_\_\_\_

City

\_\_\_\_\_

Country

\_\_\_\_\_

Email address

\_\_\_\_\_

Tel. no.

\_\_\_\_\_

WhatsApp no.

\_\_\_\_\_

Facebook/Twitter address

\_\_\_\_\_

Expected Turnover:

\$ 0-10,000

\$ 10,001-50,000

\$ 50,001-100,000

Above \$ 100,000

(Please specify):

\_\_\_\_\_

**Section 2: Proprietor(s)/director (s)/signatories:**

<b>1st Proprietor/Director/Signatory:</b>	
Full name	
ID/Passport no.	
Nationality	
Are you holding double nationalities? If yes please provide your second nationality & ID number	
Full address	
Are you a resident of any other country except the one provided in the address section above? If yes, please provide details.	
Phone number	
Email address	
Account signatory?	<input type="checkbox"/> Yes <input type="checkbox"/> No



<b>2nd Proprietor/Director/Signatory:</b>	
Full name	
ID/Passport no.	
Nationality	
Are you holding double nationalities? If yes please provide your second nationality & ID number	
Full address	
Are you a resident of any other country except the one provided in the address section above? If yes, please provide details.	
Phone number	
Email address	
Account signatory?	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>3rd Proprietor/Director/Signatory:</b>	
Full name	
ID/Passport no.	
Nationality	
Are you holding double nationalities? If yes please provide your second nationality & ID number	
Full address	
Are you a resident of any other country except the one provided in the address section above? If yes, please provide details.	
Phone number	
Email address	
Account signatory?	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>4th Proprietor/Director/Signatory:</b>	
Full name	
ID/Passport no.	
Nationality	
Are you holding double nationalities? If yes please provide your second nationality & ID number	
Full address	
Are you a resident of any other country except the one provided in the address section above? If yes, please provide details.	
Phone number	
Email address	
Account signatory?	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>5th Proprietor/Director/Signatory:</b>	
Full name	
ID/Passport no.	
Nationality	
Are you holding double nationalities? If yes please provide your second nationality & ID number	
Full address	
Are you a resident of any other country except the one provided in the address section above? If yes, please provide details.	
Phone number	
Email address	
Account signatory?	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>6th Proprietor/Director/Signatory:</b>	
Full name	
ID/Passport no.	
Nationality	
Are you holding double nationalities? If yes please provide your second nationality & ID number	
Full address	
Are you a resident of any other country except the one provided in the address section above? If yes, please provide details.	
Phone number	
Email address	
Account signatory?	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>7th Proprietor/Director/Signatory:</b>	
Full name	
ID/Passport no.	
Nationality	
Are you holding double nationalities? If yes please provide your second nationality & ID number	
Full address	
Are you a resident of any other country except the one provided in the address section above? If yes, please provide details.	
Phone number	
Email address	
Account signatory?	<input type="checkbox"/> Yes <input type="checkbox"/> No



## For bank use only

Account number \_\_\_\_\_

Account type \_\_\_\_\_

Account opening checklist	Please mark "✓"
Original Documents are seen	
Signature Specimen Obtained	
SMS Alert Activated	
Identification document Copies obtained	
Chequebook Ordered	
Issuance of ATM card is ordered	
Terms and Conditions are signed by the customer	
Application Details completed	
Account signatory photo (s) taken	
Customer signature scanned and uploaded	
Social media connection established	
Relationship manager assigned	
Biometric data obtained	

### Application received and executed by:

Name	Date received	Signature
Date		

### Verified and approved by:

Name	Date received	Signature
Date		

I confirm that I have checked that all the above details have been completed in accordance with the bank's KYC procedures and that relevant documents are attached. I confirm acceptance of this customer relationship with MyBank Limited.

Branch Manager name: \_\_\_\_\_ Signature \_\_\_\_\_



## General Terms & Conditions:

Below listed are MyBank LTD General Banking Terms and Conditions (the "Conditions") on which we provide you with our Accounts, Products and Services. Here "Customer" means MyBank Limited customer and "The bank" means MyBank LTD while "The country" Means Somalia. By Signing below, you declare that you have read, understood and accepted these terms in full.

1. The customer keeps his/her money with the bank on the basis of Qard Hassan (Unless allowable investments are agreed). The bank will not pay or ask for any interests on the customers' saving or current accounts credit or debit balances. The bank will pay the customer's funds in full or in partial (As per his/her request) upon the customer's request/demand without any delay.
2. The customer hereby agrees on full compliance with the country's applicable laws, regulations, executive orders, and other prudential guidelines from the concerned authorities.
3. The customer declares that the funds passing through his/her account (s) are obtained and will be used only in a legally allowable means.
4. The customer accepts that his/her registered phone number (s), WhatsApp number (s) and e-mail address (es) with the bank are a part of his/her identity and by extension, the bank may send (Through voice call or text) any customer information (Regardless its sensitivity) through them. This can include card PIN, Bank announcements and other information from the bank to the customer. The bank can assume that all information sent through the above-mentioned channels have been delivered to the client (s) and it can act accordingly.
5. Based on its sole decision, but with due notification, both customer and the bank can close the customer bank account at any time.
6. The customer hereby agrees that - on due notification - the bank has all rights to amend its charges, fees and its terms and condition of use at any given time.
7. The customer hereby authorizes the bank to collect any due fees, charges and any other liabilities borne by the customer and debit his/her account with the same. In case the concerned account has no enough balance when due charges are regarded, the customer authorizes the bank to collect the said charges/fees or liabilities from any other bank account - within MyBank LTD - which belongs to the customer.
8. MyBank Limited will put in place an efficient and highly secured systems, processes and procedures in compliance to the industry practices in order to protect and safeguard the customers' data and wealth from un-authorized access and breach. The customer has rights to ask details regarding this matter.
9. The Customer's specimen signature registered with the Bank shall be considered to be the basis for carrying out transactions by the customer and other dealings with the bank and the same shall be valid unless changed or canceled. Any change or cancellation shall only be valid from the next working day following the day of receipt of the notification of the change or request by the Branch at which the account is maintained.
10. Customer may request changes to be made on his/her account (s) only in a written way which are dully received by the bank's authorized personnel. Such change requests will not be accepted through telephone/WhatsApp calls.
11. MyBank Limited will provide online services - to its customers - through which they can make their transactions by themselves. MyBank will be reasonably responsible for the security of such systems while customers will be responsible for their online credentials safeguarding and urgently reporting - in writing - if there is any breach or unauthorized access of the same.
12. If for any reason a dispute arises among shareholders, directors, and/or management of the bank's corporate client (s), the bank may use the submitted articles of association, charter or constitution for arbitration purposes. The bank may also demand a court decision regarding the matter.
13. Account signatories, signing mandates (Jointly, singly etc) and any other major changes to be made on the customer account can be done only through a formal/written communication signed by the company's authorized personnel in compliance with the company's submitted articles of association, charter or constitution.
14. The Bank shall be entitled to debit the Customer's Account with any cheques, bills of exchange, promissory notes or orders for payment drawn, accepted or made by the authorized signatory and to carry out any instructions relating to the Account notwithstanding that any such debiting or carrying out may cause, such Account to be overdrawn or any overdraft to be increased, but always without prejudice to the Bank's right to refuse to allow any overdraft or exceeding the limit. The Customer shall be responsible for any overdraft or obligations arising in or in connection with the Account
15. In case the bank, for any reason, didn't collect - on time - any due charges, fees and other dues, it may collect the same from the customer account at any time in the future.
16. The Customer must immediately notify the Bank in writing of any change in the details given on the customer information/ Account opening form/application if any.
17. The Bank reserves the right, and the Customer hereby authorizes the Bank to debit the Customer's Account (in case of insufficient balance to overdraw the Account) in case of crediting any funds to the Account due to computer system error, technical error or malfunction, human error, clearing system error, or any other reason without any liability on the Bank.



18. Customer shall be responsible - all times - to safeguard his/her internet banking ID, password and OTPs, Cheque books, ATM cards etc. In case of breach, the customer must notify the bank immediately and through phone call to No. 7777, +252 184 7777 or 252 61 3737777 or e-mail to: [info@mybank.so](mailto:info@mybank.so). The bank will not be responsible for any losses caused by late or not informed breaches.
19. The bank will do its best to keep banking systems & infrastructures up and running at all times. In case of service disruption caused by the systems failure, the bank will not be liable for delays or inconveniences caused by such incidents.
20. Formal communications to the bank should be only in writing means and through one of the following channels: SMS Tel +252 61 3737777, e-mail: [info@mybank.so](mailto:info@mybank.so), WhatsApp chat on No. + 252 61 3737777 and within the specified bank business hours.
21. The Bank accepts deposits from the customer (s) in cash or by any other banking customary practices. The Bank may accept deposits by third parties into the Customer's account without any responsibility on the part of the bank.
22. The bank is authorized to destroy uncollected checkbooks, cards and other payment instruments if they are not collected in 6 months from the issuance date and after minimum two documented communications with the customer on the same.
23. Acting only as the Customer's collection agent, the Bank may agree to accept, but without assuming any responsibility for their realization, cheques, bank drafts and other similar payment instruments for deposit, provided that they are made out in favor of the Customer or endorsed to his/her order. For this purpose, the Bank and its correspondents or other agents appointed by the Bank shall be deemed to be the Customer's agents.
24. The bank, at any time, may hold funds and then ask for more information, documents or clarification on any transaction concerning the said funds.

Customer Name: \_\_\_\_\_ Signature \_\_\_\_\_



**Nagala soo xariir**

7777 (For Local Calls) +252 1 847777 (For International Calls) 252 61 3737777 (For WhatsApp Chat)  
E-mail: [info@mybank.so](mailto:info@mybank.so) | [www.mybank.so](http://www.mybank.so)