

## CORPORATE ACCOUNT OPENING FORM

**\*PLEASE FILL ALL FIELDS IN CAPITAL LETTERS**

### COMPANY INFORMATION

Date   /   /

Company/Business Name

Date of Registration   /   /     Registration No.

Nature of Business

Industry  Employer Size

CSCS Account Number  CHN Number

Member Code

#### Annual Turnover (please tick applicable box)

Below N1m  N10m - N100m  N100m - N1b  N1b - 10b  N10b - 100b  N100b & Above

Street

City  State

Country  Post code/Zip Code

Investment Types (Optional): Income Fund Account  Equity Fund Account  Equity/Stock Trading Account  Reliance Notes

Contact Person(s)  (Surname) (Other Names)

(Surname) (Other Names)

(Surname) (Other Names)

### COMPANY BANKING DETAILS

Bank Name

Account Name

Account No

Branch

Date A/c opened   /   /

ALL PAYMENTS DUE TO CLIENTS SHALL BE REMITTED THROUGH THIS ACCOUNT

### DECLARATION

We hereby declare that the information provided to Reliance Capital is accurate. We further declare that the funds we are investing with Reliance Capital have not been subject to any money laundering or fraudulent activities and is not intended for use in any criminal activity which will be taken very seriously. We understand and accept that Reliance Capital in the course of its duties may verify any information provided (including source of funds) and is by law required to report any suspicious activity to the relevant regulatory authorities.

### FOR OFFICIAL USE ONLY

DOCUMENT	RECEIVED
Completed Account Opening Form	<input type="checkbox"/>
Recent Passport Photograph(s) of Directors/Signatories & their means of identification <small>(such as valid Driver's Licence, National ID card, permanent Voters Card, Int'l Passport etc)</small>	<input type="checkbox"/>
Incorporation documents <small>(Certificate of Incorporation, Particulars of Directors - form CAC 7, form Co2, Memorandum &amp; Articles of Association etc)</small>	<input type="checkbox"/>
Proof of address <small>(Utility bills of NOT more than 3 months old such as, electricity bill, water bill, LAWMA bill etc)</small>	<input type="checkbox"/>
Board Resolution authorising the company to open Investment Account with Reliance Capital	<input type="checkbox"/>

Relationship Officer: \_\_\_\_\_

Signature & Date: \_\_\_\_\_

Compliance Officer: \_\_\_\_\_

Signature & Date: \_\_\_\_\_

Management's Approval: \_\_\_\_\_

\_\_\_\_\_  
Name of Director

\_\_\_\_\_  
Name of Director/Secretary

\_\_\_\_\_  
Signature & Date

\_\_\_\_\_  
Signature & Date

**SIGNATURE MANDATE PARTICULARS**

Name of Signatory

(Surname)

(Other names)

Position/Designation

E-mail

Telephone No.

BVN

Date of Birth  /  /

Class of Signatory

Signature Specimen:

**MEANS OF IDENTIFICATION**

Int'l Passport  National ID

Drivers License  Voters Card

I.D No.

Date Issued

Expiry Date



Affix  
Passport  
Photograph

Name of Signatory

(Surname)

(Other names)

Position/Designation

E-mail

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I.D No.

Date Issued

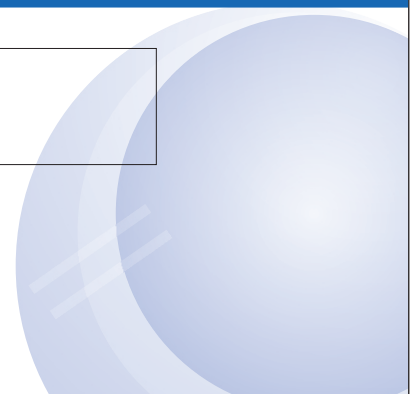
Expiry Date



Affix  
Passport  
Photograph

**SIGNING MANDATE**

Company Seal



**DEALING MANDATE**

We the undersigned (hereafter referred to as “the Client”) hereby request and authorise you, (hereafter referred to as “Reliance Capital Ltd”) to effect transactions on the client’s behalf under the following terms and conditions:

1. Reliance Capital is hereby authorised to purchase and/or sell securities for the client’s account only on the Client’s prior instructions. Such instructions shall, accordingly, be obtained from Client in respect of each purchase and/or sale transaction (or series of transactions) effected by Reliance Capital Ltd that is also authorised and empowered to perform such acts as are actually necessary to give effect to these instructions.

2. We understand that Reliance Capital will act as our fund managers for the safekeeping of cash and securities. Accordingly, all payments by us for the purpose of effecting transactions shall be made directly to the Reliance Bank account.

3. We hereby take full responsibility for any loss occasioned by paying cash directly through account officers without any recourse to Reliance Capital Ltd.

4. In effecting transaction on the Client’s behalf:  
4.1 Reliance Capital shall effect immediate payment to the Client or to the Clients’ order, all investment proceeds arising from the execution of the Clients’ instructions in immediately available freely transferable funds.

4.2 Reliance Capital and/or the Custodian shall be entitled to charge the client for expenses incurred in the process of executing transactions for the Clients, Reliance Capital and/or the Custodian shall be entitled to debit such applicable charges from the Clients account prior to remitting cash to the Client.

4.3 Reliance Capital is hereby authorised to have a personal interest in any transaction for the purchase and/or sale of the Client’s securities, which personal interest may conflict with thos of the Client. Unless requested by the Client in writing, Reliance is not required to specifically disclose such interest to the Client prior to entering into such transactions.

4.4 Reliance Capital is hereby requested and authorised at its sole discretion to provide any or all services, and to enter into and/or effect any and all transactions, via such methods of communication, including electronic means as Reliance Capital shall select at the its sole discretion on such terms and subject to such conditions as Reliance Capital shall specify from time to time.

5. We hereby agree that Reliance Capital shall be assisted in the discharge of its anti-money laundering responsibilities by us providing such information and evidence as Reliance Capital may request from time to time in this regard.

6. We agree that Reliance Capital shall have no responsibility for and shall be indemnified by us in full on demand against any loss, damage or other liability suffered or incurred by Reliance Capital in connection with any instruction or request from us, believed by Reliance Capital in good faith to have been given in accordance with this Mandate.

7. Mandate(s) shall only be cancelled by notice in writing or delivered by hand or sent by registered post by one party to the other party to the applicable address and such cancellation shall only become effective when the other party has received such notice.

8. In this Mandate the expression “Transaction” means and includes:  
8.1 Any purchase and sale of or other dealing in commercial or government securities, bonds, certificate of deposit, equities and other securities on our behalf; and

8.2 Such other transaction effected on our behalf, or entered into with us.

9. In the case of liquidation of “Investments” before maturity, the clients shall forfeit the interest accrued from the point of liquidation and according to other terms.

10. Reliance Capital reserves the right to review all dealing mandates from time to time in line with market realities.

11. Reliance Capital may at anytime and without notice to us combine or consolidate all or any of our accounts without liability to her and set-off or transfer any sum or sums standing to our credit in anyone or more of such account(s) or any other credit, be it cash, cheques, valuables, deposits, securities, negotiable instruments or other assets with Reliance Capital Ltd, or in any other respect whether such liabilities be actual or contingent, primary collateral and several or joint.

12. This Mandate/terms and conditions above shall be governed by Nigerian law.

I have read this Mandate or have had my solicitor review it and fully understand and acknowledge the terms herein contained .

**ACCOUNT AUTHORISATION**

TRANSACTIONS AUTHORISATION REQUIREMENTS: Please tick any of the following to confirm our authorisation for transactions on the account.

- By telephone
- By e-mail
- By written authorisation
- Others, please specify \_\_\_\_\_

Please note that if no instruction restriction are specified, Reliance Capital may, at its sole discretion accept and act on any instruction or the purported instructions issued by you however given or originated including fax, telex, or any electronic system used by Reliance Capital from time to time. Reliance Capital may also, at its sole discretion, require at any time instructions from you.

**DEED OF INDEMNITY - FOR ELECTRONIC INSTRUCTIONS**

This deed of indemnity is made in favour of Reliance Capital, which expression shall where the context so permits include its successors-in-title and assigns.

1. The Client has opened an investment account(s) with Reliance Capital Ltd, and desires to issue investment instructions and other transaction documents to Reliance Capital, as may be required from time to time.

2. The Client hereby requests and Reliance Capital hereby agrees to act upon internet, electronic mails and scanned copies of documentation for banking facilities/transactions with Reliance Capital and for any instruction in respect of the account(s) and its operations as if same were originals and/or hard copies provided that the documentation and instructions are issued in line with the Clients mandate with Reliance Capital Ltd.

**IT IS HEREBY AGREED AS FOLLOWS:**

In consideration of Reliance Capital agreeing to accept internet, electronic mails and scanned copies of documentation for banking facilities and any instruction in respect of my investment account(s) and its operation:

We hereby irrevocably and unconditionally agree that all fax, internet, electronic mails and scanned copies of any documentation and/or instructions issued by us in respect of our account(s) or dealing with Reliance Capital shall be binding and enforceable against us. We further agree to fully indemnify Reliance Capital against any proceedings, claims, expenses and liabilities whatsoever which may be taken or made against or incurred by Reliance Capital by reason of Reliance Capital accepting the fax, internet, electronic mails, scanned copies of the documents and/or instructions.

We further confirm that Reliance Capital may set-off any such expenses/cost incurred by it in respect of our obligations herein against any of my investment account(s) with Reliance Capital Ltd.

We agree to the above terms and conditions.

Director’s Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Director’s/Secretary Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ACCOUNT OPENING REQUIREMENTS CHECKLIST	
<b>Recent Passport Photograph(s) of Directors/Signatories &amp; their means of identification</b> (such as valid Driver’s Licence, National ID card, permanent Voters Card, Int’l Passport etc)	<input type="checkbox"/>
<b>Incorporation documents</b> (Certificate of Incorporation, Particulars of Directors - form CAC 7, form Co2, Memorandum & Articles of Association etc)	<input type="checkbox"/>
<b>Proof of address</b> (Utility bills of NOT more than 3 months old such as, electricity bill, water bill, LAWMA bill etc)	<input type="checkbox"/>