

Required documents to be signed for account opening	Limited Company	Offshore Company	Sole Proprietor	Partnership	Club/Society/ Association
Account Opening Form	✓	✓	✓	✓	✓
Account Mandate	✓	✓	✓	✓	✓
General Commercial Agreement & 1 set of Board Resolution	✓ (if applicable)	✓ (if applicable)	✓ (if applicable)	✓ (if applicable)	✓ (if applicable)
Phone Banking Services Account Application	✓ (if applicable)	✓ (if applicable)	✓ (if applicable)	✓ (if applicable)	✓ (if applicable)
Remote Channel Authority and Indemnity	✓ (if applicable)	✓ (if applicable)	✓ (if applicable)	✓ (if applicable)	✓ (if applicable)
Documents to be provided by customers and certified by a qualified CPA or Solicitor					
ID Card / Passport and Residential Address Proof (issued within 3 months) of	✓	✓	✓	✓	✓
(i) All Authorized Signers	✓	✓	✓	✓	✓
(ii) 2 Directors, any 1 of the 2 must be Managing Director	✓	✓			
(iii) Shareholders with 10% or more of the Voting Rights / Beneficial Owners	✓	✓			
(iv) Sole Proprietor			✓		
(v) All Partners				✓	
(vi) All Executive Members					✓
Copy of Business Registration Certificate (BRC)	✓		✓	✓	✓
Copy of Certificate of Incorporation (CI)	✓	✓			
Memorandum & Articles of Association (M&A)	✓	✓			✓ (if applicable)
Copies of Hong Kong Companies Registry's forms D1, D2A, SC1, AR1 or Bought & Sold Note and must be certified by a qualified CPA / Solicitor	✓				
Copies of Shareholder List & Director List		✓			
Certificate of Incumbency (issued by Registered Agent)		✓			
Tax Exemption Letter From Inland Revenue Department					✓
Certificate of Registration					✓
Request for Disclosure of Information					✓
Initial Deposit	HK\$20,000	HK\$100,000	HK\$20,000	HK\$20,000	HK\$20,000