



EXPORT CUSTOMER APPLICATION FORM
 (PLEASE COMPLETE FORM IN BLOCK LETTERS)

	PERSONAL INFORMATION	Account #.
1/	LAST NAME	FIRST NAME
		OTHER NAMES
2/	HOME ADDRESS	
3/	TELE. NO. (HOME)	PERSONAL TIN NO.
		GENDER
4/	E-MAIL ADDRESS	

DUE DILIGENCE

INDIVIDUAL

5/	LAST NAME	FIRST NAME	OTHER NAMES
	(Please submit legible copy of ID Card / Passport (Bio Page) & a recent passport size photo)		
	TELE. NO. (OFFICE)	TIN NO.	TYPE OF BUSINESS
	HOME ADDRESS (Please submit Proof of Address e.g. Utility Bills)		
	NAME OF BUSINESS		
	BUSINESS ADDRESS (Please submit Proof of Address e.g. Utility Bills)		
	AGE OF BUSINESS	NO. OF YRS AT LOCATION	ANNUAL SALES TURNOVER
6/	<u>SOURCE OF FUNDS:</u>		
7/	<u>TRADE REFERENCE (Please submit letter from an authentic Business Colleague):</u>		
	NAME OF COMPANY		TELE. NO.(S)
8/	<u>BANK REFERENCE (Please submit letter from Bank):</u>		
	ACCOUNT NO.(S)		

COMPANY

9/

NAME

(Please submit a copy of Certificate of Incorporation/Business Registration)

BUSINESS ADDRESS (Please submit Proof of Address e.g. Utility Bills)

TELE. NO. (OFFICE)

BUSINESS TIN NO.

TYPE OF BUSINESS

AGE OF BUSINESS

NO. OF YRS AT LOCATION

ANNUAL SALES
TURNOVER

10/

OWNERSHIP: [] SOLE TRADER [] PARTNERSHIP [] STATE OWNED
[] PUBLIC COMPANY [] PRIVATE COMPANY [] OTHER _____

11/

SOURCE OF FUNDS:

BANKS

12

TRADE REFERENCE (Please submit letter from an authentic Business Colleague):

NAME OF COMPANY

TELE. NO.(S)

13

BANK REFERENCE (Please submit letter from Bank):

ACCOUNT NO.(S)

14

DIRECTOR(S)/SHAREHOLDER(S)/AUTHORISED SIGNATORIES: (Please submit a list of the authorized signatories, and legible copies of ID Card / Passport (Bio Page) and Proof of Address e.g. Utility Bills for the listed parties)

NAMES

DESIGNATION

SIGNATURE

A.

B.

C.

D.

15/

CONFIRM IF THERE IS ANY ANTI-MONEY LAUNDERING POLICY IN PLACE.

Please tick appropriate box.

Yes No

16/

SIGNATURE OF APPLICANT

COMPANY STAMP

DATE



FOR INTERNAL USE ONLY

	SIGNATURE	DATE
Export Manager		
Sales & Marketing Executive		
Credit Control Manager		
Finance Controller/Asst. Company Secretary		
Co-Managing Director/ Marketing Director		
Director		

COMMENTS:

CUSTOMER DUE DILIGENCE APPROVAL

	SIGNATURE	DATE
Compliance Officer		

APPROVED

REJECTED