



Business Account Application Form

Please submit this completed form to your nearest HSBC branch

The Manager
HSBC Bank Malaysia Berhad
(Company No. 127776-V)

Please open an account in our name with the following details. Please (✓) where applicable:

Account Requirement		
1. I / We would like to apply for <input type="checkbox"/> BusinessVantage <small>Eligible for protection by PIDM</small> <input type="checkbox"/> Current Account <small>Eligible for protection by PIDM</small> <input type="checkbox"/> Time Deposit Account <small>Eligible for protection by PIDM</small> <input type="checkbox"/> Foreign Currency Account – Currency Type _____ (please specify) <small>Eligible for protection by PIDM</small>		
2. a) Purpose of account _____ <small>e.g. working capital, dividend account, export payment</small>		
b) <input type="checkbox"/> I / We are the beneficial owner of the funds of the account <input type="checkbox"/> I / We are holding the funds in the account on behalf of a 3rd party _____ <small>(Please provide the name and a copy of the identification document of the 3rd party)</small> <input type="checkbox"/> I / We are holding the funds in the account on behalf of more than one 3rd party <small>(Please provide Professional Intermediary Certificate which can be obtained from our staff)</small>		
c) <input type="checkbox"/> I / We are transferring my / our account from another Financial Institution. Please state reason for such transfer _____		
Customer Information <small>(Please complete all sections)</small>		
We are a <input type="checkbox"/> Limited Company <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership	<input type="checkbox"/> Embassy / Diplomatic Office <input type="checkbox"/> Registered Club / Society / Association	We are a: <input type="checkbox"/> Non-Bumiputra controlled company <input type="checkbox"/> Bumiputra controlled company
Registered name: _____		
Registered no.:	Date of registration / incorporation (dd/mm/yy):	Country of registration / incorporation:
Mailing address (please provide street address): _____ _____ _____ _____ _____ Postcode	Mailing address (please provide street address): _____ _____ _____ _____ _____ Postcode	
Business telephone no.:	Business fax no.:	
Business e-mail:	Business website:	
Details of Contact Person		
Name: _____		
Telephone no.:	Mobile no.:	Email address:

Customer's Initial	
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Business Information

Please complete this section to help us understand your business needs.

Nature of business / industry:

1. _____ % 2. _____ %

State countries where business has frequent dealings with:

What is the business expected average monthly credit balance?

below RM10,000 RM10,000 – RM20,000 above RM20,000

Is the business regulated by any regulatory authority?

No
 Yes (Name of regulatory authority) _____

How much cash the business expects to deposit (on average) every month?

below RM10,000 RM10,000 – RM50,000 above RM50,000

Source of funds for initial deposit (if more than RM100,000).

Own funds Inter-company transfer _____ others

How many cheques the business expects to issue every month?

below 10 11– 50 above 50

Source(s) ongoing funding of account:

Business's annual sales turnover (in Ringgit Malaysia):

Paid up capital (in Ringgit Malaysia):
RM

Number of employees:

RM

Name of parent company (if any):

Subsidiary companies (in / outside Malaysia) (if applicable):

Country where parent company is based:

Associate companies (if applicable):

Is company publicly traded?

No If Yes, name of stock exchange

Is parent company publicly traded?

No If Yes, name of stock exchange

What are the banks do you bank with?

Cheque Book Application / Automated Cheque Book Re-ordering

2 cheque books will be automatically issued upon account opening. If you require more, kindly indicate below:
 Please issue an additional _____ cheque books upon account opening.

To enjoy the Automated Cheque Book Re-ordering facility, please indicate below the number of cheque books for each re-order:
 We require cheque _____ books.

If the number of cheque books to be re-ordered is not indicated, it will be defaulted to 2 cheque books for each re-order.

Note:

- Automated re-ordering of cheque books is only triggered when 60% of existing cheques have been presented to the Bank for payment.
- Your account will be debited with the stamp duty and courier charges relating to the cheque book re-ordering.
- All cheque books will be couriered to your mailing address. Please ensure that your mailing address is not a P.O. Box.

Audit Confirmation of Balance Request

Please mail to my/our auditor, an audit confirmation of my/our balances.

With effect from:

Auditor's name and address:

Financial year end:

Frequency required

Yearly Half yearly Quarterly

 _____ Postcode

Note: Charges of RM10 for Automail and RM50 for Manual are applicable for Audit Confirmation of Balance Request.

Customer's
Initial

Account Services

I/We would like to subscribe to the following services

Business Connect				Business Express
Business Telephone Banking (BTB)	Business Internet Banking (BIB)	Business SMS Alert (BSA)	Business Cheque Report (BCR)	Business ATM Card (BAC)

IMPORTANT NOTE

Please cancel all unused portion(s) on this page to prevent any tampering

Company Set Up [For BIB]	
<p>With the set-up of BIB, e-statements (up to 15 prior months) are available for download. No hardcopy statements will be issued.</p>	<p>Transactions to be approved by:</p> <p><input type="checkbox"/> One to approve</p> <p><input type="checkbox"/> One or two within a signature group to approve</p> <p><input type="checkbox"/> One or two within 2 signature groups to approve</p> <p>Note: By default, all transactions will be set as "one to approve" unless stated otherwise.</p>
<p>Please automatically link all accounts to BIB.</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Note: By default, all transactions will be set as "one to approve" unless stated otherwise.</p>	<p>Do you wish to subscribe for the following services:</p> <p>AutoPay/Bulk Payment <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Internet Trade Services <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>e-Share Payment (by Brokers) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Note: By default, these services are not included.</p>
<p>Account/BIB User to be set up by:</p> <p><input type="checkbox"/> One Primary User</p> <p><input type="checkbox"/> Two Primary Users</p> <p>Note: By default, all transactions will be set as "one to approve" unless stated otherwise.</p>	<p><input type="checkbox"/> Transfer to non-designated payee RM _____ #</p> <p><input type="checkbox"/> Transfer to own account RM _____ #</p> <p><input type="checkbox"/> Bill Payment RM _____ #</p> <p><input type="checkbox"/> AutoPay/Bulk Payment RM _____ #</p> <p><input type="checkbox"/> All Transactions RM _____ ##</p>

Delegates/Users (i.e. persons nominated and authorised by the customer to use the Service)															
Name: _____ <small>Please provide details on page 6/7</small>															
<input type="checkbox"/> BTB enquiry only <input type="checkbox"/> BIB enquiry only	<input type="checkbox"/> BAC Delegation Authority & Limit max. daily cash withdrawal RM _____ Note: If no amount is stated, the default limit is RM5,000														
<input type="checkbox"/> Transact via BTB* <input type="checkbox"/> Transact via BIB**	<input type="checkbox"/> BSA Transactions of RM5,000 and above will be advised to you via SMS. If you wish to set a different threshold, please indicate the amount. RM _____ Mobile phone number to receive SMS: _____ Note: Only one (1) nominated user is allowed for access to BSA.														
<table> <tr> <td>Complete this section if transaction via BIB and BTB is required.</td> <td><input type="checkbox"/> Payment preparation only</td> <td>Daily Limit</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Transfer to non-designated payee</td> <td>RM _____ ***</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Transfer to own account</td> <td>RM _____ ***</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Bill payment</td> <td>RM _____ ***</td> </tr> <tr> <td></td> <td><input type="checkbox"/> AutoPay/Bulk Payment</td> <td>RM _____ ***</td> </tr> </table>		Complete this section if transaction via BIB and BTB is required.	<input type="checkbox"/> Payment preparation only	Daily Limit		<input type="checkbox"/> Transfer to non-designated payee	RM _____ ***		<input type="checkbox"/> Transfer to own account	RM _____ ***		<input type="checkbox"/> Bill payment	RM _____ ***		<input type="checkbox"/> AutoPay/Bulk Payment
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	<input type="checkbox"/> Transfer to own account	RM _____ ***													
	<input type="checkbox"/> Bill payment	RM _____ ***													
	<input type="checkbox"/> AutoPay/Bulk Payment	RM _____ ***													
<input type="checkbox"/> BCR Email Address to receive BCR: _____															

Customer's Initial	_____
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Declaration

- I/We confirm that the information given in this application is true, complete and not misleading, and authorise the Bank to confirm this from any source the Bank may choose. I/We will furnish such identification and/or supporting documents as may be required by the Bank for its due diligence.
- I/We confirm that I am/we are not insolvent, no statutory demand has been served on me/us and no legal proceedings or regulatory investigations have been commenced against me/us at the time of this application.
- I/We have not had any financial institution close my/our account with them.
- I/We have access to and have read the latest version of the Bank's Generic Terms & Conditions and Specific Terms & Conditions for Commercial Banking (available at www.hsbc.com.my or www.hsbcamanah.com.my) and I/we agree to be bound by the same (including all amendments thereto from time to time) should the Bank accept my/our application for account opening.
- I/We understand that acceptance of this application is at the Bank's sole discretion and the Bank need not furnish any reason for rejecting this application.
- I/We understand that the Bank reserves the right to close the account(s) if any documents requested by the Bank are not received within the stipulated timeframe; and that pending such receipt, the Bank is at liberty to suspend/restrict usage of the account(s) including but not limited to, restricting transfer of monies to third parties; and in event of closure, the Bank is at liberty to remit the monies in the account(s) to the source from where it came.
- *I/We hereby certify that our company is Resident Non-Resident Controlled in accordance with the definition in the Exchange Control Regulation and undertake to notify the Bank immediately of any change in this status.
- If I/we have stated in this application that I am/we are acting on behalf of 3rd party(ies), I/we confirm that I am/we are properly authorised by our principal(s) to do so in respect of this application.
- Unless otherwise stated in this application, I/we confirm that I am/we are not acting on behalf of undisclosed 3rd party(ies).
- I/We confirm that all documents furnished to the Bank in support of this application are up-to-date, correct, true and valid under applicable laws and in accordance with all relevant constitutional documents.
- I/We have been informed that the account(s) which I/we am/are applying for herein is/are eligible for protection by Perbadanan Insurans Deposit Malaysia (PIDM).
- I/We have been provided with a copy of the Perbadanan Insurans Deposit Malaysia (PIDM) brochure.

* Applicable to limited company only

Definition of a Non-Resident Controlled Company (NRCC)

A company which is resident in Malaysia is deemed to be non-resident controlled (i.e. controlled, directly or indirectly, by non-resident) where:

- More than 50% of its shareholding is held by non-residents and/or NRCCs;
- It is a branch of a company which is incorporated outside Malaysia;
- The majority shareholding is held by residents, but the ultimate right of control is held by non-residents and/or NRCCs; or
- Although the ultimate right of control is held by residents, the majority shareholding is held by non-residents and/or NRCCs.

SIGNED FOR AND ON BEHALF OF THE APPLICANT **

1. Full name in BLOCK LETTERS

Please provide details on page 6/7

Relationship with the Applicant director / partner / sole proprietor / office-bearer
 company secretary / employee
 (please specify) _____

Signature

S.W.

1. Full name in BLOCK LETTERS

Please provide details on page 6/7

Relationship with the Applicant director / partner / sole proprietor / office-bearer
 company secretary / employee
 (please specify) _____

Signature

S.W.

1. Full name in BLOCK LETTERS

Please provide details on page 6/7

Relationship with the Applicant director / partner / sole proprietor / office-bearer
 company secretary / employee
 (please specify) _____

Signature

S.W.

Dated this [] day of [], 20 []

** To be signed by:

For Sole Proprietorship

For Partnership

For Limited Company

For Registered Club/Society/Association

For Embassy/Diplomatic Office

- the Sole Proprietor

- the Partner(s) authorised by the partnership resolution

- the person(s) authorised by a Board resolution

- the Office-Bearer(s) authorised by the governing body resolution

- H.E. Ambassador / High Commissioner

Customer's
Initial

Information of Directors/Owners/Partners/Signatories/Principal Shareholder/Delegates/Users

Registered Name: _____

Note:

All personal details of person(s) mentioned in the Business Account Application Form and Signature Cards must be completed in this section.

* Signature only required for Delegate or User who is not an Authorised Signatory.

<input type="checkbox"/> Director <input type="checkbox"/> Owner <input type="checkbox"/> Partner <input type="checkbox"/> Signatory <input type="checkbox"/> Principal Shareholder <input type="checkbox"/> Delegate/ Primary User	Name:	Occupation:	Date of birth:
	Other/Former name:	Tel/Mobile no.:	Fax no.:
	NRIC/Passport no.:	Address (please provide street address):	
	Nationality:	_____	
	Email.:	_____	
	Signature*	_____	
		_____ Postcode 	

<input type="checkbox"/> Director <input type="checkbox"/> Owner <input type="checkbox"/> Partner <input type="checkbox"/> Signatory <input type="checkbox"/> Principal Shareholder <input type="checkbox"/> Delegate/ Primary User	Name:	Occupation:	Date of birth:
	Other/Former name:	Tel/Mobile no.:	Fax no.:
	NRIC/Passport no.:	Address (please provide street address):	
	Nationality:	_____	
	Email.:	_____	
	Signature*	_____	
		_____ Postcode 	

<input type="checkbox"/> Director <input type="checkbox"/> Owner <input type="checkbox"/> Partner <input type="checkbox"/> Signatory <input type="checkbox"/> Principal Shareholder <input type="checkbox"/> Delegate/ Primary User	Name:	Occupation:	Date of birth:
	Other/Former name:	Tel/Mobile no.:	Fax no.:
	NRIC/Passport no.:	Address (please provide street address):	
	Nationality:	_____	
	Email.:	_____	
	Signature*	_____	
		_____ Postcode 	

<input type="checkbox"/> Director <input type="checkbox"/> Owner <input type="checkbox"/> Partner <input type="checkbox"/> Signatory <input type="checkbox"/> Principal Shareholder <input type="checkbox"/> Delegate/ Primary User	Name:	Occupation:	Date of birth:
	Other/Former name:	Tel/Mobile no.:	Fax no.:
	NRIC/Passport no.:	Address (please provide street address):	
	Nationality:	_____	
	Email.:	_____	
	Signature*	_____	
		_____ Postcode 	

Checked by: _____ Dated this day of , 20

Sales Officer's initial

Customer's Initial	
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Information of Directors/Owners/Partners/Signatories/Principal Shareholder/Delegates/Users

Registered Name: _____

Note:

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	Other/Former name:	Tel/Mobile no.:	Fax no.:
	NRIC/Passport no.:	Address (please provide street address):	
	Nationality:	_____	
	Email.:	_____	
	Signature*	_____	
		_____ Postcode [][][][][][]	

<input type="checkbox"/> Director <input type="checkbox"/> Owner <input type="checkbox"/> Partner <input type="checkbox"/> Signatory <input type="checkbox"/> Principal Shareholder <input type="checkbox"/> Delegate/ Primary User	Name:	Occupation:	Date of birth:
	Other/Former name:	Tel/Mobile no.:	Fax no.:
	NRIC/Passport no.:	Address (please provide street address):	
	Nationality:	_____	
	Email.:	_____	
	Signature*	_____	
		_____ Postcode [][][][][][]	

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	Other/Former name:	Tel/Mobile no.:	Fax no.:
	NRIC/Passport no.:	Address (please provide street address):	
	Nationality:	_____	
	Email.:	_____	
	Signature*	_____	
		_____ Postcode [][][][][][]	

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	Other/Former name:	Tel/Mobile no.:	Fax no.:
	NRIC/Passport no.:	Address (please provide street address):	
	Nationality:	_____	
	Email.:	_____	
	Signature*	_____	
		_____ Postcode [][][][][][]	

Checked by: _____ Dated this [][] day of [_____], 20 [][]
Sales Officer's initial

Customer's Initial	
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Customer Document Checklist (Please check that all documents are submitted)

Minimum Requirements <small>(subject to absolute discretion of the Bank)</small>	Customer Use	Bank Use Only/Remarks
1. 6 months' current account statements <i>(where applicable) (only for local Private Companies and local partnerships)</i>		
2. Initial deposit of RM10,000		
Document for New Account (Company)	Customer Use	Bank Use Only/Remarks
1. Business Account Application Form		
2. (a) Photocopy of Identity Card (both sides)/Passport - of all Directors, Shareholders*/Ultimate Beneficial Owners and Account Signatories (b) Documentary proof of residential/permanent address of Shareholders*/Ultimate Beneficial Owners if differs from the address stated on the identification document. * <i>Shareholding of 10% or more in respect of non-listed companies only</i> Note: Where a former or other name is indicated, documentary evidence is required, such as / - copy of a previous passport - copy of a marriage certificate - copy of any other official photo bearing documents that would contain the "former" or "other" name		
Company incorporated in Malaysia	Foreign company registered with Companies Commission of Malaysia (CCM)	
3. Latest Form 24 (Allotment of Shares) <i>(not required for a public listed company or an entity licensed by SC, BNM or LOFSA)</i>	3. N/A	
4. Latest Annual Return	4. Latest Form 80A (Annual Return of Foreign Company)	
5. Latest Form 49 (List of Directors)	5. Latest Form 79 (List of Directors of Foreign Company)	
6. Form 9 (Certificate of Incorporation of Private Company); or Form 20 (Certificate of Incorporation on Conversion to Public Company) - only for private company	6. Form 83 (Certificate of Registration of Foreign Company)	
7. Form 13 (Certificate of Change of Name) (if applicable)	7. Form 83A (Certificate of Change of Name of a Foreign Company) (if applicable)	
8. Latest Form 44 (Registered Office)	8. Latest Form 85 (Particulars of Change of Agent of Foreign Company) (if applicable) Latest Form 86 (Particulars of Change of Registered office) (if applicable)	
9. Form 23 (Certificate of Commencement of Business) – only for public company	9. N/A	
10. Memorandum & Articles of Association		
11. Customer's mandate in the form of a Board Resolution adopting the Bank's proforma wording in "Board Resolution for Account of a Limited Company" (go to www.hsbc.com.my and click "Download Centre"), passed in accordance with customer's Articles of Association and preferably printed on customer's letterhead.		
12. Specimen Signature(s)		
Company Incorporated Overseas. The above documents, where applicable, or their equivalent (if any)		
Representative Office of an Overseas Incorporated Company based in Malaysia In addition to the requirements for a Company Incorporated Overseas, the following documents should be obtained: • Copy of approval letter from Malaysia's Ministry of International Trade & Industry (MITI) (original to be sighted) • Copy of letter to MITI confirming the registered address of the Representative Office		
Manner of Certification of Documents i) Company incorporated in Malaysia – certified as true copies by the Company Secretary ii) Foreign company registered with CCM – certified as true copies by the foreign company's Agent in Malaysia iii) Company incorporated overseas or Representative Office of an overseas incorporated company based in Malaysia – notarised by a #Notary Public practising in a HSBC Group panel law firm # This requirement is dispensed with if the applicant has an existing account relationship with a HSBC Group office, in which case the documents may be certified as true copies by the Company Secretary or equivalent officer, or by the relevant bank officer from the said HSBC Group office.		

Customer's Initial	
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Documents for New Accounts (Sole Proprietorship/Partnership)	Customer Use	Bank Use Only/Remarks
1. Business Account Application Form		
2. Photocopy of Identity Card/Passport (both sides) – of Owner/all Partners and Account Signatories		
3. Form D/Form E and Business Registration Information Form		
4. Mandate (Sole Proprietorship) (go to www.hsbc.com.my and click “Download Centre”) or Minutes of Partnership meeting adopting the Bank’s proforma wording in “Resolution for Account of a Partnership” (go to www.hsbc.com.my and click “Download Centre”) and preferably printed on customer’s letterhead		
5. Specimen Signature(s)		
Professionals governed by specific legislation In addition to the above (except for Form D and latest print-out of CCM’s Register of Businesses which are not applicable), the following documents should be obtained: <ul style="list-style-type: none"> • Annual practising certificate(s)/annual certificate(s) of registration issued by the Registrar of the profession’s governing body • Schedule to the professional indemnity insurance policy (if any) (not applicable for sole proprietorship) 		

Documents for New Accounts (Registered Society/Club/Association)	Customer Use	Bank Use Only/Remarks
1. Business Account Application Form		
2. Photocopy of Identity Card/Passport (both sides) – of all Office-Bearers and Account Signatories		
3. Minutes of Governing Body/Committee meeting adopting the Bank’s proforma wording in “Resolution for Account of a Registered Society, Club or Association” (go to www.hsbc.com.my and click “Download Centre”) and preferably printed on customer’s letterhead		
4. Constitution and By-Laws/Rules & Regulations		
5. Certificate of Registration		
6. Specimen Signature(s)		

Documents for New Accounts (Embassy/Diplomatic Office)	Customer Use	Bank Use Only/Remarks
1. Business Account Application Form		
2. Photocopy of Identity Card/Passport (both sides) – of H.E. Ambassador/High Commissioner and all Account Signatories		
3. A copy of the Letter of Credence from the home country naming H.E. Ambassador/High Commissioner as the head of the diplomatic mission in Malaysia		
4. Original letter from Wisma Putra as the host country confirming H.E. Ambassador/High Commissioner as the head of the diplomatic mission in Malaysia		
5. Mandate (Embassy or Diplomatic Office) (go to www.hsbc.com.my and click “Download Centre”)		
6. Specimen Signature(s)		

Customer's Initial	
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