

**REQUIREMENTS FOR OPENING A CORRESPONDENT BANK ACCOUNT WITH UNION BANK UK PLC, LONDON (“the Bank”)**

Thank you for considering opening a correspondent bank account with Union Bank UK plc. In order to enable us to process your request, please supply the following documentation:

1. A letter on headed paper requesting us to open an account(s) and, if more than one account, specifying the currencies of each.
2. Copy of a Board Resolution on letter headed paper appointing us as your bankers and listing the authorised signatories to the account (stating signing capacity and power). The Resolution should list the Board members present or absent and should be signed by the Chairman and Company Secretary.
3. Copy of your memorandum and articles of association.
4. Copy of your certificate of incorporation.
5. Names and addresses and biographies of directors.
6. Names and addresses of the individuals who are shareholders and whose shareholding is above 5%. Where a significant shareholder is another company, we will require details of the individuals who are significant shareholders of that company.
7. In the case of companies registered outside the EU a copy of the documents from the relevant company registry showing details of directors and allotment of shares must be provided which must bear an original certification from the company registry. The original documents must be presented to an authorised signatory of a UBN Group company who will arrange to photocopy and certify them as true copies. Exceptionally and subject to our approval, documents can be certified by independent lawyers or accountants. All original documents will be returned to you.
8. Copy of your banking licence
9. Copy of your last two audited report and accounts.
10. An indication of the type of business, destination countries and volumes which your bank would expect to carry out with the Bank.
11. Copy of your latest approved AML Policy and Procedures, including procedures for customer due diligence.
12. Completion of the Bank’s AML Questionnaire
13. Completion of the Banks’ Application to Open a Business Account.
14. Copy of your authorised signature list.

Please also note that, to comply with UK regulations and in accordance with the recommendations of the Financial Action Task Force, we will require that any wire transfer instructions originating from your bank contain the full name, address and account number or other unique reference number of the remitting customer together with details of the nature and purpose of the payment. Please note that any instructions received by us that do not comply with this requirement may be delayed and may be subject to additional charges.