

## **Instruction to fill the Account Opening Form- Individuals (Residents/ Non-Residents)**

- Account title name/ Joint Account Title name and signature(s) should be the same as it is on the CNIC (Computerized National Identity Card).
- Addresses pertaining to offices, residence and permanent address must be provided along with landline telephone numbers and cell numbers
- Email address should be clearly provided in the space wherever asked to fill in.
- Signatures of Principal Account Holder/ Joint Account Holder should be required.
- Signatures of 2 witnesses' should be required.
- Zakat status must be marked whether “**YES**” or “**NO**”. In case it is marked for “**NO**”, then Duly Notarized Zakat Declaration Certificate is required.
- Resident status must be marked as **Resident Pakistani** or **Non resident Pakistani (NR)**
- Information pertaining to **Dividend Mandate** must be filled in. In case if it is marked “**YES**” then bank information are required.
- For **Non Resident account holder**, bank information pertaining to dividend mandate is mandatory so that dividend may directly be credited in his/her bank account.
- **Nominee/ Successor** can only be the blood relative/ spouse of the principal account holder.

### **List of Documents to be provided:**

- Attested copies of Computerized National Identity Card of account holder.
- Attested copies of Computerized National Identity Card of the Joint account holder. (If applicable)
- Attested copies of Computerized National Identity Card/ Passport of nominee (If applicable)
- Copies of Computerized National Identity Card/ Passport of the witnesses.
- Attested copies of passports of the account holder, joint account holder (in case of Non Resident) along with Computerized National Identity Card.
- Zakat declaration Certificate ( if applicable )
- Crossed Rupee Amount cheque in favor of “**BIPL Securities Ltd Online A/C**”