

Documents Required	
<p>Partnerships</p> <ol style="list-style-type: none"> 1. Original Identity Cards of Partners 2. Original Business Reg. Form A or B + D 3. Bank's Partnership Mandate Form 4. Photocopies of Identity Cards of all Partners & Business Reg. Forms 	<p>Clubs/Associations/Societies, Mosques and Other Religious Bodies</p> <p>Certified copy of:</p> <ol style="list-style-type: none"> 1. Resolution of Committee Members authorising opening of account & list of authorised signatories 2. Authority letter for Clubs/Societies 3. Rules & Regulations of Clubs/ Associations including by-laws 4. Photocopies of Identity Cards of all authorised signatories
<p>Limited Companies (Sdn Bhd)</p> <p>Certified copy of the following by Company Secretary:</p> <ol style="list-style-type: none"> 1. Resolution from Board of Directors to open account & list of authorised signatories 2. Form 24-Return of Allotment of Shares 3. Form 49-Particulars of Directors 4. Memorandum & Articles of Association - Certificate of Incorporation 5. Certificate of Authority (for Public Ltd. Co. only) 6. Obtain photocopies of Identity Cards of all authorised signatories 	<p>Private Schools/Colleges</p> <p>Certified copy of:</p> <ol style="list-style-type: none"> 1. Resolution of Board of Directors to open account and list of authorised signatories - Form 24-Return of Allotment of Shares 2. Form 49-Particulars of Directors 3. Memorandum & Articles of Association
<p>Executors & Administrators</p> <ol style="list-style-type: none"> 1. Grant of Probate (Executors)/Letter of Administration (Administrators) 2. Identification documents of Executors & Administrators 	<p>Government Schools</p> <ol style="list-style-type: none"> 1. Request letter to open account issued by the State Education Department 2. Certified copy of Board of Governors' resolution to open account & list of authorised signatories 3. Obtain photocopies of Identity Cards of all authorised signatories
<p>Representative Office Account</p> <p>Certified copy of:</p> <ol style="list-style-type: none"> 1. Resolution from the Rep. Office's Head Office to set up office and open account 2. Letter from Rep. Office's Head Office bankers (overseas) certifying resolution & existence of Head Office 3. Letter of approval from the relevant local authority to set up office in Malaysia 4. Obtain photocopies of Identity Cards/ Passports of all authorised signatories 	<p>Joint Venture Account</p> <p>Certified copy of:</p> <ol style="list-style-type: none"> 1. Resolutions from all JV partners to open account & list of authorised signatories 2. Joint venture agreement 3. Memorandum & Articles of Association of all JV partners (local or foreign) 4. Form 24-Return of Allotment of Shares 5. Form 49-Particulars of Directors 6. In the case of foreign company, a letter from the foreign company's bankers certifying the resolution, memorandum & existence of company 7. Photocopies of Identity Cards/ Passports of all authorised signatories