

BASIC Bank Limited

(Bangladesh Small Industries and Commerce bank Limited)

Account Opening Form

Please Open Account
Branch In-Charge

The Branch In-Charge
BASIC Bank Limited

..... Branch

please open an account with following particulars:

Date

--

A/C No.

Title of the Account : [In BLOCK Letter]

--

1.

2.

CIF name will be part of the Title of the account automatically.

Type of Account :

Currency

:

Current

Savings

Short Term Deposit

Fixed Term Deposit

FC

RFCD

NFCD

Others (Specify)

BDT

USD

GBP

EURO

JPY

Others (Specify)

The Account is to be operated/closed upon by me/us (insert whichever is required)
Singly

Jointly

Jointly (Any Two/Three)

Any one can Operate

Either or Survivor

Others (Specify)

Initial Deposit
Amount:

Cash

Cheque No.

Transfer from BASIC Bank A/C No.
Drawn on

Bank

Branch

Details of Minor (if any)

Date of Birth

I/We hereby declare that the minor Master/Ms.
is my/our (state relation)

and the first signatory here to viz.

Mr.Ms.

is his/her natural/duly appointed guardian.

Fixed Term Deposit particulars
Amount:

Currency:

Period of Deposit

Month

Year

Day. Maturity Date :

Renewal/Redemption Instruction:
Renew principal With interest

Renew principal only

Renew principal only, pay interest in account No.

Not Applicable
Special Deposit Scheme Particulars

Name of Scheme:
Tenure of Scheme
Days

Months

Single payment/Installment amount Tk.

Number of Installment (Yearly)

Payable after maturity

Monthly payable amount

Years

Details of Accounts Maintained with Other Banks (if any)
Name of Bank

Branch

Type of Account (put tick mark)
Savings

Loans
Others

Savings

Loans

Others

Savings

Loans

Others
page -1

Transaction Profile
Type of transaction (deposit)

No. of Transaction (Monthly)

Maximum size (per transaction)

Total Value (Monthly)

No. of Transaction (Monthly)
Maximum size (per transaction)

Total Value (Monthly)

Cash Deposit (Incl. Online)

Deposit through Transfer/Instrument
Foreign Remittance
Income from Export
Others (Specify)
Total Deposit
Type of transaction (Withdrawal)
Cash Withdrawal (Incl. Online & ATM)
Withdraw through Transfer/Instrument
Foreign Remittance
Payable against
Others (Specify)
Total Without
Source of Fund:

If the above Transaction profile turns to be changeable because of genuine ground of increase/decrease

of

my/our

income

source.

I/We shall notify the bank and submit a fresh Transaction profile.

Nomination Form for Refund of Money Deposited
(Vide Section 103 of the Bank Company Act 1991)

The Branch In-Charge

BASIC Bank Limited

..... Branch

Date

Account No.

-

DIF No.

-

-

I/We (Pls. print full name)

have given my / our authority to:

SL.

Name

Address

CIF No. (For Bank use)

Relationship

%of Share /

Nomination

Signature

1.

2.

Other Information of Nominee
Marital Status

1.

2.

Age / Date of Birth

1.

2.

Profession

1.

2.

(Hereinafter Called "The Nominee■") to:

(a)

That in the event of my/our death, the nominee shall receive/draw the amount of deposits held
by

you

in

myfour

account.

(b)

That in the event the nominee who is so authorized above remains a minor at the time of my/our
death,

(c)

(Name & Address)

is authorized to receive/draw the amount of deposits held by you in my/our account.

That the Nominee of the person so authorized under paragraph no. (b), as the case may be,
shall

be

entitled

to

all

my/our

accounts

to
the
exclusion
If
all
other
persons
and
that
payment
made
by
our
to
them
shall

constitute a full discharge by you of your liability in respect of such deposits.
I/We hereby declare that everything done by you in pursuance of this authority shall be final and conclusive

and
binding
upon
me/us

.

Ruther

more.
I/We
hereby
declare
that

everything

done

by

your

in

pursuance of this authority shall be binding on my/our heirs, executors and administrators and all

other

persons

claiming

thought

or

under

me/us.

Signature of the 1 st Applicant

Signature of the 2nd Applicant

Signature of the 3rd Applicant

Name of the Witness

Address of the Witness

Signature of the Witness

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Terms &Conditions

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

The laws, rules, regulations, Customs and procedures applicable to the scheduled bank in Bangladesh

shall

apply

to

and

govern

the

conduct

of

accounts

opened

with

the

Bank.

any person opening and account shall be deemed to have been read, understood and accepted the

rules

governing

the

account.

Each account will assigned an account number, This number is to be proper quoted on all letters

and

/

or

documents

addressed

to

the

bank

and

on

all

deposit

slips.

The

bank

will

not

be

responsible

for

any

loss

or

damage

occurring

as

a

result

of wrong quotation of account number.

Interest / Commissions / Service or Maintenance of account charges shall be levied by the Bank from

time

to

time

as

per

Bangladesh

Bank

Regulations.

Bank

shall

also

have

the

right

to

fully

recovered

all

costs

and

expenses

(including

legal

fees) and in any way in connection with the above account. These terms and conditions or enforcing

these

terms

and

conditions

and

in

recovering

of

any

amount

due

to

the

bank

or

incurred

by

the

bank

in

any

legal

proceedings

of

whatever nature.

The funds available in any of the account holder's account (the customer) with the bank will be considered

by

the

Bank

to

be

a

security

for

any

commitment

(s),

and

or

obligations

(s_

present

and

or

f

uture

of

the

customer

to

the

Bank.

in

the

event of dishonor or non-fulfillment o such obligations (s) and or commitments (s), the Bank is entitled

without

giving

prior

notice

to

the

customer

to

utilize

such

funds

against

the

obligation

(s)

and

or

commitments

(s)

of

the

customer

to

the

Bank.

Whilst the Bank maintains strict confidentiality in all accounts and business, bank shall always be entitled

to

disclose

any

information

concealing

customer's

business

and

accounts

held

with

the

Bank

to

any

of

the

following.

a) Any regulatory supervisory, government or quasi-governmental authority with the jurisdiction over

the

Bank.

b) Any person to whom the bank is required to make disclosure authorized by law or court order. Account holders must provide maximum security to the cherub Books in their possession and the

Bank

is

not

responsible

for

any

loss

occurring

due

to

inadequacy

of

security,

any

cherub

book

loss

or

misuse

must

be

immediately

reported

to

the Bank with subsequent confirmation within without any delay.

The bank reserves the right to close any account without giving prior notice of the conduct of the

ac

count

is

unsatisfactory

in

the

optional

of

the

bank

or

for

any

other

reasons(s)

whatsoever.

The

opinion

passed

by

the

Bank

in

this

regard

shall be final and conclusive and binding upon the customer.

The balance in the account(s) is payable solely at BASIC bank Limited and shall be gaveled by and

subject

to

Laws

with

effect

in

Bangladesh.

As

used

herein

,Laws■

will

include

Bank

Circulars,

Modifications,

Regulations

and

Orders

of

the Government and Bangladesh Bank including practices of Banking.

The Bank reserves the right to amend the present rules at any time in any manner with or without

giving

prior

notice

to

the

account

holder(s)

separately

or

to

the
public.

The
chaque
book
will
not
be

issued
unless

and
until

all
the

required

formalities and completed.

Acknowledgement & Declaration

I/We hereby acknowledge that I/We have read & understood the terms & conditions stated above

and
agree
to

comply
with
them.

I/We, the undersigned, hereby confirm that the information given above is true & complete and the

transaction

profiles

stated

above

truly

represents

the

expected

transaction

activities

in

my/our

account/business

of

our

organization.

I/We

also confirm to revise our Transaction profile, if necessary, from line to time that required as per instruction

of

Bangla

desh

Bank

I/We

also

authorize

you

to

finish

the

information

sucked

by

me/us

to

any

competent

authority

as

and

when

required under any provision of Law/Act or Bangladesh bank instruction.

Signature of 1st Applicant

Signature of 2nd Applicant

Signature of 1st Applicant

Requirements for Opening Account

- o
- o o
- o
- o
- o

Account opening Form: To be filled in and properly signed by each account holder.
copy of passport/Voter Identity card/Motor driving license/Office Id/Other ID acceptable to the Bank.

Latest passport size photograph (2 copies) for each account holder attested by the introducer.
Introduction of account holder-To be signed by introducer with ID and account number.
A/C pass cheques in favor of the Account holder of Cash.
Foreign citizens in Bangladesh Additionally require: Photocopy of passport with valid visa and work

purest

.

- o
- o
- o

Sole proprietorship
Copy of Trade License.
Sole Proprietorship Declaration.
TIN certificate & company seal.

o o

o

Partnership

Copy of partnership deed of the firm.

List of partners with their address.

Copy of trade License.

o

o

For Registered Partnership Firm additionally require Certificate of Registration of the Firm for inspection

and

return

(along

with

a

duty

dirtied

photocopy

for

Bank's

records)

Extract of the Resolution of partners for opening the account and authorization for its operation duly

certified

by

the

Managing

partner

of

the

Firm.

o

o
o
o
o
o
o
o

Limited Liability public/Private Company

Certified true copy of the Memorandum and Article of Associating of the Company.

certified true copy of incorporation of the Company.

Certificate from the Registrar of Joint stock Company that the company is entailed to commence business

(in

case

of

public

Ltd.

Co.

for

inspection

&

return)

along

with

a

duly

certified

photocopy

for

Bank's

record.

List of name with appointments and specie signatures of the persons authorized to operate the account

and

request

the

bank

to

open

letters

of

cred/Fuarntee

duly

certified

by

the

Chairman/Managing

Director

of

the

Company.

Extract of the Resolution of the board / General Meeting of the Company for opening the account

and

authorization

for

its

operation

duly

certified

by

the

Chairman/Managing

Director

of

the

company.

List of directors with address.
copy of Trade License.

o
o
o
o

Association/Club/Charity/Trust/Society Etc.
Certified true copy of the constitution/By-Laws/Trust Deed/Mornotandum and Article of
Associating.

Certificate of Registration of the Association / Club / Chantey / Trust / Society fior inspection and
return

(along

with

a

duly

certified

photocopy

for

Bank's

records).

List of members of the Governing Body/Executive Committee of the Association /
Club/Chanty/Trust/Society

for

especial

an

return

(Along

with

a

duly

certified

photocopy

for

Ban■

s's

records).

Extract of the Resolution of the Association / Club/Chantey/Trust .Society for opening the account

ad

authorization

for

its

operation

duly

defrayed

by

the

Chairman

Secretary

of

the

association/Club/Charity/Trust/Society

etc.

o

o

Local Authorities, City Corporation etc.

certified copy of The state/Any other law by which the body is created and governed.

Extract of the Resolution for opening the account and authorization for its operation duly certified

by

chairman/Mayor/Competent

authority.

Certified list of Members of such committee duly certified by Chairman/Mayor/Competent authority.

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FOR BANK USE ONLY

Account No.

1st Application CIF:

2nd Application CIF:

3rd Application CIF:

Mandatee CIF:

Authorized Signatory-1 CIF:

Authorized Signatory-2 CIF: Authorized Signatory-3 CIF:

Chairman CIF:

Managing Director CIF:

Divector-1 CIF:

Divector-2 CIF:

Divector-3 CIF:

Sector Code for SBS-1

Initial Deposit

Cheque issued from

to

Containing

leaves

If the account is used as settlement account for loan, please fill-in the following:

Loan / Contract No.

Input

Branch in-charge

Loan Type

Guarantor ID

Checked and authorized by

Guarantor Amount

Economic purpose code

Security Code