

ACCOUNT OPENING REQUIREMENT

Foreign Incorporated Company with a Representative Office In Singapore

To help us understand your business, and comply with banking regulations in Singapore, we would require the following documents. You are kindly requested to follow these requirements in order to make the account opening process faster and smoother for you:

- Completed Account Opening Application Form
 - * Signed by authorised signatory with the highest limit.
- Board of Director's Resolution sanctioning the opening of the account and the signatories to the account
- Photocopy of Certificate of Incorporation of Parent Company
- Photocopy of Memorandum & Articles of Association of Parent Company
- Photocopy of Register of Directors (or equivalent)
 - * If certificate of Incumbency is provided, this is not required.
- Photocopy of Letter of Approval from International Enterprise Singapore
- Proof of Beneficial Ownership
 - Photocopy of Official document from the government/Registrar of companies OR
 - Photocopy of Register of Shareholders OR
 - Photocopy of Certificate of Incumbency (must be less than 1 year old) OR
 - Declaration of Beneficial Ownership along with IC/passport of the Beneficial owner
- Photocopy of IC/Passport of the following persons
 - 2 directors
 - All authorized signors
- Customer Declaration for Withholding Tax Purposes
 - Form can be obtained at any DBS branches
 - Completed and signed by authorised signatory with the highest limit.

We would like to highlight the following to your attention:

- (1) Original documents should be produced to bank staff for verification. If not, the photocopy of the documents must be certified as true copy by a Director or Secretary. In case of passport/IC, the party certifying cannot be the IC holder himself/ herself.
- (2) Kindly initial on every page of the account opening documentation which is not signed.
- (3) All signatures (including all authorised signatories and signatures on the board resolution) are to be verified by a DBS staff/Notary Public.
- (4) We may request you to provide additional documentation depending on the set up of the company
- (5) Minimum deposit for account opening applies.

Should you require any further assistance, please do not hesitate to call our Helpdesk at 1800-222-2200 in Singapore, or +65 6222 2200 from overseas or email us at contactqts@dbs.com