

# REQUIRED DOCUMENTS

## Open An Account

Please find below, our account opening requirements (Account Opening Checklist):

### **CORPORATE ACCOUNT**

1. Certificate of Incorporation
2. Memorandum of Association
3. Articles of Association
4. Forms CO2
5. Forms CO7
6. Current Passport size Photographs of Directors
7. Proof of Address (e.g. Photocopy of a recent utility bill NEPA bill, Water bill, Nitel bill)
8. Board Resolution and Signature Mandate (sealed)
9. Authority Mandate Letter to Open Account with PAC Securities Limited
10. Introduction Letter

As a matter of emphasis, customers should provide us with the following additional information:

### **For Corporate in addition to the above**

- a. RC Number
- b. Date of Registration
- c. Contact Person Name
- d. Phone Number
- e. E-mail Address

## **To Open An Account**

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Please find below, our account opening requirements (Account Opening Checklist):

### **INDIVIDUAL ACCOUNT**

1. Two (2) current passport size photographs
2. Photocopy of suitable means of identification (Preferably Drivers License/ International Passport/National Identity Card)
3. Proof of address ( e.g. photocopy of a recent utility bill NEPA Bill Water bill Nitel Bill)
4. Duly Completed CSCS Account Opening Form
5. Duly Completed KYC Forms for PAC SECURITIES LIMITED

### **Individual Bank Account Detail:**

- a. State/LGA:
- b. Bank Name:
- c. Bank Account Number:
- d. Bank sort code:
- e. Date of creation of bank account:
- f. Next of Kin phone No.:
- g. Occupation

### **FOR CORPORATES ACCOUNT**

- RC Number
- Date of Registration
- Contact Person Name
- Phone Number
- Email Address

## **ESTATE ACCOUNT/ADMOR**

1. Two (2) current passport size photographs of administrators
2. Photocopy of suitable means of identification of the administrations (Preferably Drivers License/International Passport/National Identity Card)
3. Proof of address (e.g. photocopy of a recent utility bill, NEPA Bill, Water bill Nitel Bill)
4. Duly Completed CSCS Account Opening form
5. Duly Completed KYC Forms for PAC Securities Limited
6. Original Bankers confirmation of the Estate Account
7. Photocopy of Letter of Administration/Probate (Original for sighting)
8. Photocopy of News Paper Publication of Death/Official Gazette (Original for sighting)
9. Photocopy of Death Certificate (Original for sighting)
10. Authority Letter to act on behalf of Estate for Endorsement
11. Authority Letter to various Registrars that requires endorsement of certificates
12. Original Certificate/Dividend warrant for endorsement
13. Payment of the specified sum for PAC Securities Limited

Other payments varies from Registrars to Registrars