



**MIDF AMANAH ASSET MANAGEMENT BERHAD,**  
 Level 20, Menara MBSB Bank, PJ Sentral Lot 12,  
 Persiaran Barat, Seksyen 52, 46200  
 Petaling Jaya, Selangor  
 General Line: 03-2173 8888 Fax No.:03-2173 8555  
 Customer Service Line: 03-2173 8488  
 Customer Service E-mail: midfamanah@midf.com.my  
 Website: www.midf.com.my/index.php/en/what-we-do-en/asset-management

<b>Account Type</b>	<b>Investment Type</b>
<input type="checkbox"/> Individual	<input type="checkbox"/> New
<input type="checkbox"/> Joint	<i>Please complete all sections where applicable.</i>
<input type="checkbox"/> Corporate	<input type="checkbox"/> Additional
<input type="checkbox"/> EPF	<i>Please complete Section 1.1 &amp; 1.3/ 3.1 &amp; 3.2 and 8 to 10 only.</i>

### ACCOUNT OPENING & INVESTMENT FORM

This form is to be completed by Unitholders who wish to invest in any of the funds which MIDF AMANAH acts as the Manager. You are advised to read it carefully as you shall be bound to the General Terms and Conditions enclosed with this form upon our acceptance of your application. Kindly complete this form in **BLOCK LETTERS** only. Incomplete application form and/or required documents submitted may cause the delay or rejection to your application.

\* Particulars **MUST** be completed.

#### ACCOUNT DETAILS

##### 1. PARTICULARS OF PRINCIPAL UNITHOLDER (must be 18 years of age and above from the date of this application)

*1.1 Name (as in NRIC/ Passport):			
*1.2 Name Title: (if any)	*1.3 New NRIC No.:	Old NRIC/ Passport:	
*1.4 Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	*1.5 Date of Birth: DD / MM / YYYY	*1.6 Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced	
*1.7 Nationality: <input type="checkbox"/> Malaysian, Bumiputra <input type="checkbox"/> Malaysian, Non-Bumiputra <input type="checkbox"/> Non-Malaysian	*1.8 Race: <input type="checkbox"/> Malay <input type="checkbox"/> Chinese <input type="checkbox"/> Indian <input type="checkbox"/> Others		
*1.9 Occupation:	1.10 EPF Membership No: (for EPF investment only)		
*1.11 Mother's Maiden Name:			
*1.12 Gross Annual Income: <input type="checkbox"/> Below RM100,000 <input type="checkbox"/> RM100,000 – RM300,000 <input type="checkbox"/> RM300,001 – RM500,000 <input type="checkbox"/> Above RM500,000			

##### 2. PARTICULARS OF JOINT UNITHOLDER (IF APPLICABLE)

*2.1 Name (as in NRIC/ Passport):			
*2.2 Name Title: (if any)	*2.3 New NRIC No.:	Old NRIC/ Passport:	
*2.4 Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	*2.5 Date of Birth: DD / MM / YYYY	2.6 Relationship with principal unitholder: (for Joint Application only) <input type="checkbox"/> Spouse <input type="checkbox"/> Parent <input type="checkbox"/> Child <input type="checkbox"/> Others	

##### 3. PARTICULARS OF CORPORATE UNITHOLDER

*3.1 Company Registered Name:			
*3.2 Company Registration No:	*3.3 Date of Registration / Incorporation: DD / MM / YYYY		
*3.4 Country of Registration / Incorporation:	*3.5 Status: <input type="checkbox"/> Bumiputra <input type="checkbox"/> Non-Bumiputra <input type="checkbox"/> Others		
*3.6 Business Type: <input type="checkbox"/> Sendirian Berhad <input type="checkbox"/> Berhad <input type="checkbox"/> Partnership <input type="checkbox"/> Cooperative <input type="checkbox"/> Trustee Company <input type="checkbox"/> Foreign Company	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Government / Statutory Bodies <input type="checkbox"/> Association/ Club/Society		
*3.7 Principle Business Activities/Operations:	*3.8 Contact Person:		
	*3.9 Designation:		

##### 4. CONTACT DETAILS

*4.1 Permanent Address (as per NRIC / Business Registration's Address):		*4.2 Correspondence / Mailing Address (if differs from permanent address):	
[Grid]		[Grid]	
Postcode	Town/City	Postcode	Town/City
State		State	
*Country		*Country	

\*4.3 Office:  -

\*4.4 Home:  -

\*4.5 Mobile:  -

4.6 Fax:  -

4.7 E-Mail:

**5. DISTRIBUTION INSTRUCTION**

Distribution will be reinvested automatically unless otherwise indicated  Payout by Cheque  Reinvestment

(Note: For EPF Accounts, distribution will be automatically reinvested, if any)

**6. AUTHORITY TO OPERATE ACCOUNT (applicable for joint application only)**

First Holder to sign  Both to sign  Either one to sign  Others

**7. EXCHANGE CONTROL DECLARATION (APPLICABLE FOR NON-MALAYSIAN REGISTERED COMPANY ONLY)**

7.1 I / We declare that I am / we are non-resident(s) of Malaysia. I am / We are permanent resident(s) of  (Country)

7.2 We declare that our organisation is incorporated in  (Country)

**8. INVESTMENT DETAILS**

Fund Name	Amount (RM)	ENTRY FEES**	Investment Type	Account Holder No.
<input type="text"/>	<input type="text"/>	<input type="text"/> %	<input type="checkbox"/> Initial <input type="checkbox"/> Additional <input type="checkbox"/> SIP#	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/> %	<input type="checkbox"/> Initial <input type="checkbox"/> Additional <input type="checkbox"/> SIP#	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/> %	<input type="checkbox"/> Initial <input type="checkbox"/> Additional <input type="checkbox"/> SIP#	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/> %	<input type="checkbox"/> Initial <input type="checkbox"/> Additional <input type="checkbox"/> SIP#	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/> %	<input type="checkbox"/> Initial <input type="checkbox"/> Additional <input type="checkbox"/> SIP#	<input type="text"/>
Total Investment	<input type="text"/>			

\*\*For details on Entry Fees, please refer to MIDF Amanah's Master Prospectus. #SIP denotes Systematic Investment Plan.

**9. PAYMENT DETAILS**

Payment Mode	Cheque No. / T.T No.	Issuing Bank	Amount (RM)
<input type="checkbox"/> Personal Cheque			
<input type="checkbox"/> Banker Draft / Money Order / TC			
<input type="checkbox"/> Telegraphic Transfer (T.T)			
<input type="checkbox"/> EPF Account			

Please make cheque / bank draft / money order payable to "MIDF Amanah Asset Management Berhad." Please include bank charges for outstation cheques. The Manager shall take as final amount received from EPF if there is any discrepancy between the figures and the amount stated in the Account Opening & Investment Form.

**10. INVESTMENT OBJECTIVE\***

Income  Capital Growth  Others (Please specify) \_\_\_\_\_

**11. INVESTMENT EXPERIENCE\***

Security \_\_\_\_\_ year(s)  Fixed Income \_\_\_\_\_ year(s)  Derivatives \_\_\_\_\_ year(s)  Others (Please specify) \_\_\_\_\_ year(s)

**12. GENERAL DECLARATION / SIGNATURE(S)\***

- A. I / We acknowledge that I / We have received and understood the Master Prospectus, Supplementary Prospectus (if any), Notes and Terms and Conditions in this form. I / We declare that all details given in this form are true and correct and undertake to be bound by the provisions of the Deed / Supplementary Deed (if any), relating to the Fund(s) and that any additional information reasonably from time to time by MIDF Amanah will be provided in accordance with company policy or statute.
- B. I am / We are aged 18 years and above as at the date of this application. Copy / Copies of my / our NRIC / Passport and copy of Birth Certificate for Joint Unitholder below 12 years of age is / are enclosed.
- C. I / We acknowledge that the Manager and / or the Trustee do not guarantee any particular returns.
- D. I / We hereby give consent to the Manager to disclose to its Advisors to review my / our account information for the purpose of providing ongoing services.
- E. I / We acknowledge that I am / We are aware of the fees and charges that I / We incur directly or indirectly when investing in the fund.
- F. I / We acknowledge that I am / We are aware of the Unit Trust Loan Financing Risk Disclosure Statement as indicated herein under the "Terms and Conditions".
- G. I / We hereby declare that I / We are aware of the Anti-Money Laundering Act 2001.
- H. I / We declare that I am / We are neither insolvent nor an undischarged bankrupt / placed under receivership and do not have any case pending against me / us for any debt due.

Yes  No

Signature of Principal Unitholder/  
Authorised Signatory

Signature of Joint Unitholder/  
Authorised Signatory

Date

**For Advisor / Sales Staff Use Only**

I hereby confirm this document together with other required documents are duly received and sighted by me. Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Advisor / Sales Staff Code:  Signature: \_\_\_\_\_ Contact No.: \_\_\_\_\_

**For MIDF Amanah Use Only**

Application Date:	Sales Ref No.:	Entered By / Date:
Amount Received (RM):	Batch No.:	Checked By / Date:
Price (RM):	A/C Holder No.:	Approved By / Date:
Remarks:		

## TERMS AND CONDITIONS

Please read these notes before completing the Account Opening & Investment Form as you are bound by the terms stated below. You are advised to read and understand the contents of the Master Prospectus, Prospectus, Supplementary Prospectus (if any), Deed and Supplementary Deed (if any), (which shall be made available upon request) before investing in the Fund. Please check that the advisor servicing you has a valid authorisation and registration card. Pursuant to S.232(2) of the CMSA, this application form should not be circulated unless accompanied by the Prospectus. For investment in wholesale funds, you are advised to read and understand the contents of the Information Memorandum, Deed and Supplementing Deed (if any) of the respective funds.

### ELIGIBILITY

All applicants must be 18 years of age and above as at the date of application.

### JOINT APPLICATION

For application in joint names, correspondence and payments relating to the units will be sent to the Principal Unitholder. If both Unitholders are above 18 years old, both Unitholders must sign or affix their thumb prints on the form for the first time purchase. MIDF Amanah will only act on the operating instruction given by both or either Unitholder. In the case of the Joint Unitholder who is below 18 years old (minor), the Form must be signed by the Principal Unitholder (parent/guardian) and accompanied by such evidence of the minor's age. MIDF Amanah will only act on the operating instruction given by the parent/guardian.

In the case of death of any Unitholder in a joint account, the survivor will be the only person recognised by the Manager and the Trustee as having the title to or interest in such units. If the Joint Unitholder is a minor, the Manager and Trustee shall recognise the estate of the deceased as having the title to or interest in the investment units.

### AUTHORITY TO OPERATE ACCOUNT

The operating instruction empowers the authorised signatory(ies) to operate the account which includes effecting redemption, switching, transfer, changing of distribution instruction, change of address and any other request. For joint application, please refer to paragraph above.

### CORRESPONDENCE STATEMENT AND PAYMENT

Confirmation advices, statements, cheques and other documents shall be sent at the risk of Unitholder to the Unitholder's correspondence address as in our register. If the Unitholder fails to notify MIDF Amanah in writing of any errors in the confirmation advice within 14 business days, or in the statement within 14 business days of issue, the Unitholder shall be deemed to have waived any right to raise an objection or to pursue any remedies against MIDF Amanah or the Trustee.

### DISTRIBUTION INSTRUCTION

For distribution pay out, the payment will be made payable to the Principal Unitholder only. Unless specified in the Account Opening & Investment Form, distribution will be automatically reinvested on behalf of the Principal Unitholder at the NAV price. For EPF accounts, distribution will be automatically reinvested.

In the event that any distribution cheque has not been presented for payment after a period of 6 months, the Manager reserves the right to reinvest the distribution as additional units on behalf of the unitholder. Any change in distribution instruction must be submitted via a duly completed "Change / Amendment of Unitholder's Particulars" form or a written notice, 14 business days prior to the financial year end of the Fund. Otherwise, the change will be effective from the next distribution.

### NOTICE OF COOLING-OFF PERIOD

A cooling-off right refers to the right of a Unitholder to obtain a refund of his investment in the Funds if he so requests within the cooling-off period. A cooling-off right is only given to a Unitholder other than those listed below, who is investing in any of the Manager's funds for the first time:

- (i) a corporation or institution;
- (ii) a staff of the Manager; and
- (iii) persons registered to deal in unit trusts of the Manager.

The cooling-off period shall be for a total of six (6) Business Days commencing from the date the application for Units is received by the Manager. Unitholders applying for Units through the EPF scheme are subject to the terms and conditions imposed by the EPF.

The refund of every Unit held by the Unitholder pursuant to the exercise of his cooling-off right shall be the sum of:

- (a) the NAV per Unit on the day the Units were first purchased; and
- (b) the sales charge per Unit originally imposed on the day the Units were purchased.

Cooling-off proceeds will only be paid to the Unitholder or to the EPF if investment was made under the EPF scheme, after the Manager receives cleared funds for the original investment.

### SWITCHING

Switching amount will be calculated based on the closing NAV price of the business day, on which the switching forms are received and accepted by the Manager. Please refer to Master Prospectus, Prospectus, and Supplementary Prospectus (if any) for fees and charges. Switching is not applicable for wholesale funds.

### REDEMPTION

The Manager shall repurchase units from a Unitholder at the closing NAV price of the business day, on which the valid redemption request is received by the Manager. Refer to Master Prospectus, Prospectus and Supplementary Prospectus (if any) for partial redemption and redemption charges (if any). For security reasons, redemption payment to third party or request for open cheque is STRICTLY not allowed. For redemption of wholesale funds, please refer to the Information Memorandum of the respective funds.

### TRANSFER

Transfer is the change of ownership within the Fund. If transfer is made to a new account, the transfer amount must meet the minimum requirement of the initial investment. Transfer is not applicable for wholesale funds.

### REQUIRED DOCUMENTATION

For New Initial investment, the following documents must be forwarded together with an Account Opening & Investment Form and a Pre-Investment Form (as required by FIMM) duly completed by the Unitholder.

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Individual Account | - NRIC (photocopy both sides)  | } Passport (photocopy first three pages) for foreigner |
| <input type="checkbox"/> Joint Account      | - NRIC (photocopy both sides) (above 18 years of age)<br>NRIC (photocopy both sides) / Birth certificate (below 18 years of age) |  |
| <input type="checkbox"/> EPF Account        | - NRIC (photocopy both sides) complete with thumbprint, KWSP 9F Form   |  |

For Corporate Unitholder, certified true copy of documents for

- Society pursuant to Societies Act 1966 (i.e. Clubs, Societies & Charities) - Certificate by ROS (i.e. Form 3), List of Principal Office Bearers/Committee Members, Council/Committee Resolution to authorise the investment, Resolution of the Authorised Signatories and their specimen signatures, identification document (i.e. NRIC) of the signatories.
- Company pursuant to Companies Act 1965 (i.e. Public Ltd Co., Private Ltd Co.) - Certificate of Incorporation by the Registrar of Societies (ROC) (i.e. Form 8-Public Ltd Co., Form 9-Private Ltd Co., Form 83-Foreign Co.), Memorandum and Articles of Association, Form 24, Form 49, Board Resolution to authorise the investment, Resolution of the Authorised Signatories and their specimen signatures, Identification document (i.e. NRIC) of at least two Authorised Signatories and at least two Directors (incl. the Managing Director).
- Business pursuant to Business Registration Act 1956 / Commercial License Ordinance 1948 for Sabah & Sarawak (i.e. Sole Proprietorship, Partnership) - Registration Certificate by the Registrar of Businesses (ROB) (i.e. Form D) / Registrar of Commercial License Ordinance for Sabah & Sarawak (Form B) / Trading License. \*List of the Partners / Owners (i.e. holding 25% or more) & the Principals (if applicable). \*Resolution to authorise the investment, \*Resolution of the Authorised Signatories and their specimen signatures, Identification document (i.e. NRIC) of at least two Authorised Signatories and at least two Partners (incl. the Managing / General Partner), or Identification document (i.e. NRIC) for Sole Proprietor (if Sole Proprietorship). \*N/A for Sole Proprietorship.
- Federal / State Government Departments or Agencies - Relevant Statute / Act / By-law, Official letter from Head of government / agency / local authority to authorise the investment, List of Directors/Principals, Resolution of the Authorised Signatories and their specimen signatures. Original Mandate / Policy Document / Charter / Resolution where available.
- Trustees - Identification documents of the Trustee(s) (i.e. depending whether it is a Company or Individual as stipulated per above required documentation), Resolution to authorise the investment, Resolution of the Authorised Signatories and their specimen signatures, Written undertaking from the Trustee stating that they have performed the Customer Due Diligence (CDD) on their clients/beneficiaries.

*Notwithstanding the above, the Unitholder may be required to provide/complete any additional information/documents, which deemed necessary in accordance with the relevant regulatory requirements and guidelines from time to time.*

### PAYMENT FOR INVESTMENT

Investment application should be accompanied by Cheque / Bank Draft / Money Order to be made payable to MIDF Amanah Asset Management Berhad. Payment can also be directly credited into MIDF Amanah's bank account and then, the validated bank-in slip together with the duly completed Account Opening & Investment Form and other required documents should be forwarded to MIDF Amanah. Please contact our Customer Service for more details. Unitholders are advised not to make payment in Cash when purchasing Units of a Fund via any institutional / retail advisor.

### MONEY LAUNDERING STATEMENTS

The Unitholder hereby warrants that:

- (a) the Unitholder is the underlying principal of the Account (where applicable);
- (b) no person other than the Unitholder has or will have any interest in the Account (where applicable); and
- (c) all monies as may be paid to MIDF Amanah from time to time shall come from a legitimate (and not illegal) source.
- (d) the Unitholder agrees to provide all such information and documents as may be necessary to verify the Unitholder's identity and do all such acts and things as may be necessary to enable MIDF Amanah to comply with all applicable anti-money laundering and counter financing of terrorism (AML/CFT), and know-your customer laws, rules and regulations (whether in Malaysia or elsewhere). The Unitholder agrees that MIDF Amanah shall not be liable or responsible in anyway whatsoever and shall be held harmless against any loss arising as a result or in connection with any delay or failure to process any application or transaction if such information or document requested by MIDF Amanah have not been promptly provided by the Unitholder to MIDF Amanah.
- (e) MIDF Amanah reserves the right to terminate the relationship if any documents requested pursuant to the AML/CFT requirements are not received within 14 business days. In the event of termination, units will be redeemed at the closing NAV price at the 15 business days.

### PERSONAL DATA PROTECTION

The Unitholder hereby expressly consent and authorise MIDF Amanah to disclose, at MIDF Amanah shall in its absolute discretion deem fit, to any regulators, authorities and companies within MIDF Group including but not limited to their respective agents for the purpose of providing integrated services, maintaining records, marketing, distribution and/or other programmes at any time without notice or liability, any information and particulars relating to the investment herein and accounts, facilities or conduct thereof in pursuant to the Personal Data Protection Act 2010. For further details, kindly visit our data privacy policy at our website, [www.midf.com.my](http://www.midf.com.my).

### IMPLEMENTATION OF GOODS & SERVICES TAX ACT

All fees and charges payable to the Manager and the Trustee are subject to goods and services tax as may be imposed by the government or other authorities from time to time.

### GENERAL

The Unitholder(s) shall indemnify and shall keep MIDF Amanah indemnified against all losses, damages, fees, cost, charges and expenses which MIDF Amanah may sustain or incur and which have arisen directly or indirectly out of or in connection with carrying out this request.

### RIGHTS OF THE MANAGER

The Manager reserves the right to accept or reject any application in whole or in part without assigning reasons in respect thereof.

**TERMS AND CONDITIONS (Cont'd)**

**UNIT TRUST LOAN FINANCING**

**Investing in a Unit Trust Fund with Borrowed Money is More Risky than Investing with Your Own Savings**

You should assess if loan financing is suitable for you in light of your objectives, attitude to risk and financial circumstances. You should be aware of the risks, which would include the following:

1. The higher the margin of financing (that is, the amount of money you borrow for every ringgit of your own money which you put in as deposit or down payment), the greater the loss or gain on your investment.
2. You should assess whether you have the ability to service the repayments on the proposed loan. If your loan is a variable rate loan, and if interest rates rise, your total repayment amount will be increased.
3. If unit prices fall beyond a certain level, you may be asked to provide additional acceptable collateral (where units are used as collateral) or pay additional amounts on top of your normal instalments. If you fail to comply within the time prescribed, your units may be sold towards the settlement of your loan.
4. Returns on unit trusts are not guaranteed and may not be earned evenly over time. This means that there may be some years where returns are high and other years where losses are experienced. Whether you eventually realise a gain or loss may be affected by the timing of the sale of your units. The value of units may fall just when you want your money back even though the investment may have done well in the past.

This brief statement cannot disclose all the risks and other aspects of loan financing. You should therefore carefully study the terms and conditions before you decide to take a loan. If you are in doubt about any aspect of this risk disclosure statement or the terms of the loan financing, you should consult the institution offering the loan.

**Acknowledgement of Receipt of Risk Disclosure Statement**

I acknowledge that I have received a copy of this Unit Trust Loan Financing Risk Disclosure Statement and understand its contents.

Signature: \_\_\_\_\_

Full name: \_\_\_\_\_

Date: \_\_\_\_\_

**FOR OFFICE USE ONLY (Check that all documents are submitted / Searches done before opening the account)**

Documents for new accounts (Individual)	Submitted (✓)	Remarks
1. Account Opening & Investment Form		
2. Photocopy of NRIC (both sides) / Passport (first three pages)		
3. Proof of payment (Cheque / Bank Draft / Money Order / Validated Bank-In Slip / Cash)		
4. Pre-Investment Form (as required by FIMM)		
Other documents		
1. Suitability Assessment Form		
2. Risk Profiling and Enhanced Due Diligence Checklists		
3. Disclosure of Foreign Status Form - Individual		

Documents for new accounts (Company)	Submitted (✓)	Remarks
1. Account Opening & Investment Form		
2. Photocopy of NRIC (both sides) / Passport (first three pages) - of Directors, and Authorised Signatories		
3. Latest Form 24 (Significant Shareholders)		
4. Latest Form 49 (List of Directors)		
5. Certificate of Incorporation / Registration (Form 8-Public Company, Form 9-Private Company, Form 83-Foreign Co.)		
6. Memorandum & Articles of Association		
7. Board Resolution to authorise the investment		
8. Resolution of the Authorised Signatories and specimen signatures		
9. Proof of payment (Cheque / Bank Draft / Money Order / Validated Bank-In Slip)		
Other documents		
1. Suitability Assessment Form		
2. Risk Profiling and Enhanced Due Diligence Checklists		
3. Disclosure of Foreign Status Form - Corporate		

Documents for new accounts (Sole Proprietorship / Partnership)	Submitted (✓)	Remarks
1. Account Opening & Investment Form		
2. Photocopy of NRIC (both sides) / Passport (first three pages) - of Owner or Partners and Authorised Signatories / Sole Proprietor		
3. Certificate of Registration / Trading License		
4. List of the Partners / Owners (i.e holding more than 25% or more) & the principals (if applicable)*		
5. Mandate / Resolution to authorise the investment*		
6. Resolution of the Authorised Signatories and specimen signatures*		
7. Proof of payment (Cheque / Bank Draft / Money Order / Validated Bank-In Slip)		
Other documents		
1. Suitability Assessment Form		
2. Risk Profiling and Enhanced Due Diligence Checklists		
3. Disclosure of Foreign Status Form - Corporate		

\* N/A for Sole Proprietorship

Documents for new accounts (Association / Club / Society)	Submitted (✓)	Remarks
1. Account Opening & Investment Form		
2. Photocopy of NRIC (both sides) / Passport (first three pages) - of Authorised Signatories		
3. Certificate of Registration		
4. List of Principal Office Bearers / Committee Members		
5. Council / Committee Resolution to authorise the investment		
6. Resolution of the Authorised Signatories and specimen signatures		
7. Proof of payment (Cheque / Bank Draft / Money Order / Validated Bank-In Slip)		
Other documents		
1. Suitability Assessment Form		
2. Risk Profiling and Enhanced Due Diligence Checklists		
3. Disclosure of Foreign Status Form - Corporate		

Documents for new accounts (Federal / State Government Depts / Agencies)	Submitted (✓)	Remarks
1. Account Opening & Investment Form		
2. Relevant Statute / Act / By-Law		
3. Official letter from Head of Government / Agency / Legal Authority to authorise the investment		
4. List of Directors / Principals		
5. Resolution of the Authorised Signatories and specimen signatures		
6. Original Mandate / Policy Document / Charter / Resolution where available		
7. Proof of payment (Cheque / Bank Draft / Money Order / Validated Bank-In Slip)		
Other documents		
1. Suitability Assessment Form		
2. Risk Profiling and Enhanced Due Diligence Checklists		
3. Disclosure of Foreign Status Form - Corporate		