

# Know Your Customer (KYC) Profile Form(Individual/Joint)

(Requirement in terms of Financial Transaction Reporting Act No 6 of 2006)

DATE	:	
A/C NO	:	
BRANCH NO	:	
OFFICER NO	:	
SIGNATURE	:	
(Branch Manager/Assistant Manager/Head of Department)		

## Section A – Basic information of the individual including of those with Power of Attorney.

✓ Tick the appropriate boxes

1. Name in full:	2. Date of Birth:						
3. Nature of business :	4. Occupation/Employment/Status:						
5. Name & Address of Employer :	6. Position held: ( Director/Partner/Major Shareholder/Office Bearer etc.)						
7. Citizenship :							
<input type="checkbox"/> Sri Lankan <input type="checkbox"/> Sri Lankan with dual citizenship <input type="checkbox"/> Sri Lankan with foreign citizenship <input type="checkbox"/> Foreign national	<table> <tr> <td>Nationality</td> <td></td> </tr> <tr> <td>Type of Visa</td> <td></td> </tr> <tr> <td>Expiry date</td> <td></td> </tr> </table>	Nationality		Type of Visa		Expiry date	
Nationality							
Type of Visa							
Expiry date							
8. Foreign Address (if any):							

## Section B -Mandatory Checks

✓ Tick the appropriate boxes

1. Name, Date of birth and Nationality verification: To be supported by one of the following accepted documents		
<input type="checkbox"/> National Identity Card No (.....) <input type="checkbox"/> Valid Passport No (.....) <input type="checkbox"/> Postal Identity/Birth Certificate for minor (.....)	<input type="checkbox"/> Valid Driving License No (.....) <input type="checkbox"/> Others(specify)	
2. Address verification: Residential address verified and supported by one of the following accepted documents (N.B.- Mobile Phones Bills are not accepted)		
<input type="checkbox"/> National Identity Card <input type="checkbox"/> Tenancy Agreement <input type="checkbox"/> Valid Driving License	<input type="checkbox"/> Utility Bill not over three months' old (Electricity/Water/Fixed Phone) <input type="checkbox"/> Employment Contract	<input type="checkbox"/> Income Tax Receipt/ Assessment Notice <input type="checkbox"/> Letter from a public Authority <input type="checkbox"/> Others (Specify)
N.B.- Under item 1 & 2, a copy should be held & stamped "Original Seen"		
3. Status of the Residential Address: : Premises		
<input type="checkbox"/> Owner <input type="checkbox"/> Parent's	<input type="checkbox"/> Lease/Rent <input type="checkbox"/> Official	<input type="checkbox"/> Friends/Relatives <input type="checkbox"/> Board/Lodging
Permanent Address:		
4. Geographical Area: Customer is residing within a reasonable distance to the Branch? <input type="checkbox"/> Yes <input type="checkbox"/> No  If not the Reason for opening an account at the branch :		
5. Applicants' Ownership of Wealth and Estimated Value:		
<input type="checkbox"/> Residential property <input type="checkbox"/> Business premises <input type="checkbox"/> Motor vehicles	<input type="checkbox"/> Financial assets <input type="checkbox"/> Investments <input type="checkbox"/> Others (Specify)	
(If property is on rent/lease, please indicate)		
6. Source of Wealth : Wealth generated from		
<input type="checkbox"/> Business ownership <input type="checkbox"/> Investments <input type="checkbox"/> Profession/employment	<input type="checkbox"/> Inheritance <input type="checkbox"/> Others (specify)	

## Information & Account Profile Form

<b>1. A/C Type</b>	<input type="checkbox"/> Savings A/c <input type="checkbox"/> Current A/c <input type="checkbox"/> Fixed/Call Deposit A/c <input type="checkbox"/> Money Market A/c	<input type="checkbox"/> Treasury Bill/Bonds <input type="checkbox"/> Foreign Currency A/c <input type="checkbox"/> Others (Specify)
<b>2. Purpose for opening the account &amp; the usage</b>		
<input type="checkbox"/> Business transactions <input type="checkbox"/> Salary/Professional income <input type="checkbox"/> Remittances	<input type="checkbox"/> Bill payment/Loan repayment <input type="checkbox"/> Savings <input type="checkbox"/> Share transactions	<input type="checkbox"/> Investment purposes <input type="checkbox"/> Donations/Charities(Local/Foreign) <input type="checkbox"/> Others (Specify)
<b>3. In case of Foreign Passport Holders, give the purpose of opening the account in the foreign jurisdiction:</b>		
<b>4. Source of Funds:</b> Expected source and nature of credits into the account		
<input type="checkbox"/> Sales and business turnover <input type="checkbox"/> Family remittances <input type="checkbox"/> Rent Income/Commission Income <input type="checkbox"/> Export Proceeds	<input type="checkbox"/> Contract proceeds <input type="checkbox"/> Donations/Charities (Local/Foreign) <input type="checkbox"/> Salary/Profit/Professional Income <input type="checkbox"/> Investment Proceed	<input type="checkbox"/> Sale of Property/Assets <input type="checkbox"/> Gift <input type="checkbox"/> Membership Contribution <input type="checkbox"/> Others (Specify)
<b>5. Expected Monthly Turnover :</b> Expected/Usual average volumes of deposits into the account in Rs per month		
<input type="checkbox"/> Less than Rs. 50,000 (or equivalent FC value) <input type="checkbox"/> Rs. 50,000 to Rs. 100,000 (or equivalent FC value) <input type="checkbox"/> Rs. 100,000 to Rs. 500,000 (or equivalent FC value) <input type="checkbox"/> Rs. 500,000 to Rs. 1,000,000 (or equivalent FC value)	<input type="checkbox"/> Rs. 1,000,000 to Rs. 5,000,000(or equivalent FC value) <input type="checkbox"/> Above Rs. 5,000,000 (or equivalent FC value)	
<b>6. Expected Mode of Transactions/ Delivery Channels :</b>		
<input type="checkbox"/> Cash <input type="checkbox"/> Cheques	<input type="checkbox"/> Fund Transfers <input type="checkbox"/> Remittances	<input type="checkbox"/> Others (Specify)
<b>7. Other Connected Business/Professional activities &amp; interests</b>		
<b>8. Expected Types of Counterparties (if applicable)</b>		
<b>9. Are you or your close relative a Political Exposed Persons (PEP)?</b> <div style="float: right; border: 1px solid black; padding: 2px;">                 Yes <input type="checkbox"/> No <input type="checkbox"/> </div>		
If "YES"- Please Specify : <div style="border: 1px solid black; height: 30px; margin-top: 5px;"></div>		
<b>10. Other Details/Remarks/Notes (if any):</b>		
<div style="border-top: 1px dashed black; border-bottom: 1px dashed black; height: 50px;"></div>		

.....  
Signature of Applicant

.....  
Date

### FOR BANK USE ONLY

Account Number :

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.....  
Signature of Authorized Officer

.....  
Name

.....  
Date