

# **ACCOUNT OPENING REQUIREMENTS**

## **Accounts For Companies**

- Company Application Form duly completed
- Certified copy of the Certificate of Incorporation
- Certified copy of the Certificate of Good Standing (if the company is 1 year and older)
- Certified copy of the Memorandum and Articles of Incorporation (or Articles of Incorporation and By Laws)
- Certified copy of the Register of Shareholders
- Certified copy of the Register of Directors

The following are due diligence documents required for all shareholders, directors and signatories:

- Certified passport copy
- Certified copy of driver's licence/ permit or national ID
- Original proof of address document (gas or light bill issued within the last 3 months, driver's license).
- A reference letter issued by a lawyer, chartered accountant or banker.
  - o Please note that references should have been issued within the last 3 months and the client must have maintained a relationship with the issuer for at least 2 years.

If the applicant company is owned by another entity, documents for the latter will be required as well. Our goal is to identify the ultimate beneficial owner. If the structure is a more elaborate one it may be easier to provide us with a certified corporate chart showing the entire structure up to the ultimate beneficial owner.

The structure chart provided is to be certified bearing the following clause to the bottom of the document:

*I hereby certify that the above ownership structure of XYZ Company Inc. ("the Structure") is true and accurate and that I will immediately furnish Bank of Saint Lucia International Limited (BOSLIL) with a duly certified structure should any changes be made to the Structure. I further agree to furnish BOSLIL with corporate documents of any of the entities which form part of the Structure immediately upon their request.*

*For and on behalf of .....*

\_\_\_\_\_  
*Director*