

CHECKLIST - Partnerships

REQUIRED DOCUMENTS FOR ACCOUNT OPENING

Document Type	AC: Attested Copy - Must be attested by a Notary Public. Can be submitted digitally and will be verified virtually.
	C: Copy - Can be submitted digitally or submitted at a branch
	O: Original - Must be submitted at our Branch

Note:

- The Bank may request additional documents at its discretion as part of the account opening process.
- This checklist and guideline are provided for reference purposes only and may be amended from time to time. In the event of any inconsistency between these documents and the Bank's internal policies and procedures, the Bank's internal policies and procedures shall prevail.
- If applicable, Signatories and Authorized/Approved Persons will be digitally verified.

Tick	Document Type	Document Name
	O or C	Account Opening Form
	O or C	Entity Information Form. If your partnership is owned, in whole or in part, by other entities, please ensure a separate Entity Information Form is completed and submitted along with your account opening request(s).
	O or C	Master Bank Resolution This should include signatures/details of Authorized/Approved Persons who can open accounts and Signatories who can operate your accounts. If you have specific operating instructions for each account, these should be included as well within the resolution. A Sample Bank Resolution is provided for your reference and be customized per your requirements.
	O or C	Individual Information Form Please ensure a separate Individual Information Form is completed by each Partner, Authorized/Approved Person and Authorized Signatory (as listed in the Master Bank Resolution).
	O or C	List of Partners and respective ownership (where applicable) Must be signed by the managing partner. Only provide if not reflected in official registry documents.
	O or C	Certificate of Registration If you are a foreign partnership, please provide the certificate of registration issued from your country of registration.
	O or C	Partnership Deed/Agreement
	O or C	Trade License
	O or C	Partnership Profile / Registration Extract issued by the Ministry of Economic Development (if available)
	O or C	Income Tax Registration Certificate in Maldives Examples: BPT, GST, TGST, and Green Tax. If you are a foreign partnership, only provide this if you are operating in the Maldives.
	O or C	Latest financial statements Required if the business has been operating for more than one (1) year. If audited statements are not available, the Bank, at its discretion, will consider other types of financial statements.
	O or C	Personal Identification for Maldivians Copy of a valid National ID to be provided by each individual partner and all authorized/approved persons and signatories listed on the Master Bank Resolution.
	O or C	Personal Identification for Foreign Individuals An attested copy, certified by a notary public, to be provided by each individual partner and all authorized signatories listed on the Master Bank Resolution.
	AC or O	Visa copy for Foreign Individuals (If applicable) To be provided by each individual partner and all authorized/approved persons and signatories only if residing in the Maldives.
	O or C	FATCA - Individual All individuals required to complete the Individual Information Form must, based on their declaration in the form, submit the relevant FATCA form applicable to them as follows: <ul style="list-style-type: none"> FATCA Form (U.S. Individual) - W-9 FATCA Form (Non-U.S. Individual) - W-8BEN
	O or C	FATCA - Entity The Institution must, based on its declaration in the Entity Information Form, submit the relevant FATCA form applicable to it as follows: <ul style="list-style-type: none"> FATCA Form (U.S. Entity) - W-9 FATCA Form (Non-U.S. Entity) - W-8BEN-E
	O or C	CRS - Individual All individuals required to complete the Individual Information Form must, based on their declaration in the form, complete the CRS section and provide their tax residency details and Tax Identification Number(s) (if applicable).
	O or C	CRS - Entity The Partnership must, based on its declaration in the Entity Information Form, complete the CRS section and provide its tax residency details and Tax Identification Number(s) (if applicable).
Additional Documents Required by Foreign Partnerships		
	O or C	A letter issued on the Partnership's official letterhead containing the requested information below (only for foreign partnerships):

		<ul style="list-style-type: none">• Address of your Head Office and Address of your Principal Place of Business where the company's senior management and key decision-making functions are based. Only include if either of these or both are different from the registered address in your home country of registration.• List of all trading names under which the company operates. This applies to all trading names used within your home country of registration and/or any other country.• List of countries where your company operates (excluding your country of incorporation). <p>Must be duly signed by an authorized legal representative/Managing Partner of the Partnership. Where none of the above apply, this letter may be omitted in full.</p>
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