

Kenanga Investment Bank Berhad

Checklist for Opening of Corporate Account (Incorporated in Malaysia)

Applicant Name: _____
 Trader Code: _____

Date: _____

Part A: Forms to be obtained from KIBB and completed by client / dealer's representative (DR)	Submitted	Remarks
1. KIBB Customer Information Form - Corporate <ul style="list-style-type: none"> • Form must be signed by authorised signatory ("AS") as per Trading Board Resolution ("BR") and affixed with Company rubber-stamp • Any amendment must be legible and counter-signed by "AS" in full signature <ul style="list-style-type: none"> ❖ To provide Form W-8BEN-E or W-9, if applicable (for FATCA purposes) ❖ To provide Individual Tax Residency Self-Declaration Form, if applicable (for CRS – Controlling Person) 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2. KIBB Equity Broking Account Opening (Products) Form <ul style="list-style-type: none"> • Form must be signed by authorised signatory ("AS") as per Trading "BR" and affixed with Company rubber-stamp • Any amendment must be legible and counter-signed by "AS" in full signature • Client can select (tick) more than 1 product/facility, where applicable • To trade in US & Canada stock, client to sign W-8BEN-E form (optional) 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3. Bursa – CDS Account Form (FMN070) <ul style="list-style-type: none"> • CDS Form must be completed in triplicate • CDS Form must be signed by authorised signatory ("AS") as per CDS Board Resolution ("CDS-BR") • Affix Company rubber-stamp on each and every page of CDS form • Any amendment must be legible and countersigned in full signature by "AS" as per "CDS-BR" (initial is not acceptable) • Witnessing is not applicable/required for corporate applicant • Please refer to the reverse page of FMN070 for further guidance 	2 Forms <input type="checkbox"/> Yes <input type="checkbox"/> No	Please sign extra FMN070 form in case updating of CDS registered address / eServices details is required.
Part B: Supporting documents to be provided by client		
<ul style="list-style-type: none"> - All supporting documents must be the latest and; either original, or original certified true copy by the Company Director and/or Company Secretary. - The party certifying true copy of the copies of NRIC/Passport cannot be the NRIC/Passport holder himself/herself. - Documents under item 9 to 15 are required from corporate shareholder who holds 25% or more shares/voting rights in the Company <ul style="list-style-type: none"> ❖ If there is any updating of the Company's particular subsequent to account opening, client must take the initiative to update KIBB on the changes. 	Submitted	Remarks
4. Board Resolution - a) Trading b) Kentrade Online c) CDS <ul style="list-style-type: none"> • Date of Board Resolution must not be more than 6 months old • The name and designation of the directors signing must be clearly indicated below/beside each signature • Extract from full Board Resolution or Minutes is acceptable • Please refer to sample Board Resolution for basis requirement (Sample for Trading Board Resolution, sample for Kentrade Online Trading and sample for CDS Board Resolution) 	<u>a) Trading</u> 1 copy <input type="checkbox"/> Yes <input type="checkbox"/> No <u>b) CDS</u> 2 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
5. List of Authorised Signatories and Specimen Signatures <ul style="list-style-type: none"> • Please refer to sample list – <u>Appendix 1A</u> • If the number of authorised person is less than 3, then this list can be incorporated into the sample Board Resolution as stated in item (4) above. 	3 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	

6. NRIC / Passport for all authorised signatory(ies) as stated in Trading Board Resolution (as per item 4 above) • Copy must be clear and legible	1 copy <input type="checkbox"/> Yes <input type="checkbox"/> No	
7. CDS Fee – RM10.00	<input type="checkbox"/> Yes <input type="checkbox"/> No	
8. Bank Statement / Bank Confirmation Letter • The web downloaded bank statement is acceptable	2 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
9. Form 8 or Form 9 (Section 17 or 15 or 14 - CA 2016) – Certificate of Incorporation; or equivalent document evidencing the incorporation, or Notice of Registration of the Company	2 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
10. Form 13 or Form 20 (Section 28 - CA 2016) – Certificate on Change of Company name; or equivalent document evidencing the change of name, if any • To provide complete set of form(s) if there is more than one (1) change in Company name	2 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
11. Form 24 (Section 78 or 68 or 51 - CA 2016) – Return of Allotment of Shares or latest Annual Return. • Total shares on each and every Form 24 must add up to 100% of the total shares issued • To identify whether the Company is “Bumi-controlled” or “Non-Bumi controlled” or “Foreign controlled”; to check on corporate shareholder for the ultimate individual shareholder/beneficiary who is holding 25% or more of shares / voting rights. • If the above complete set(s) of Form 24 is not available, then client to provide latest Annual Return; or any other document evidencing the ownership of the Company, e.g. Section 14 (Super form) – CA 2016	2 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
12. Form 44 (Section 46 or 14 - CA 2016) – Notice of Situation of Registered Office or Notification for change in the registered address	1 copy <input type="checkbox"/> Yes <input type="checkbox"/> No	If above item (3) is applicable – then to provide 2 copies
13. Form 49 (Section 58 or 14 - CA 2016) – Return giving particulars in Register of Directors, Managers and Secretaries or Notification of change in the Register of Directors, Managers and Secretaries	1 copy <input type="checkbox"/> Yes <input type="checkbox"/> No	
14. Annual Report or Audited Financial Statement (latest)	1 copy <input type="checkbox"/> Yes <input type="checkbox"/> No	
15. Memorandum & Articles of Association (M&A) or Constitution	1 copy <input type="checkbox"/> Yes <input type="checkbox"/> No	
16. <i>Equivalent / alternative documents provided by applicant to satisfy the above (item 9 - 15) supporting documents requirement (where applicable)</i> <i>Applicant to specify type of documents provided here:</i> a) b) c)		

Checklist Ref: AO2-Corporate –D V2 (WEF: Sept2022)