

**SOCIETIES, CLUBS AND ASSOCIATIONS**



A Fully Owned Subsidiary of Commercial Bank of Ceylon PLC

**The Manager  
CBC Finance LTD**

Branch Name

**For office use only**

Date (DD/MM/YYYY)  /  /

Account No:

Currency:

Branch No:

Officer No :

Manager's Inti:

**APPLICATION TO OPEN A SOCIETY, CLUB & ASSOCIATION ACCOUNT**

The Committee of the (\*)

request you to open SAVINGS / FIXED DEPOSIT Account in the name of (\*)

in pursuance of this request, I hand you here with

(\*) insert name of Society, Club of Association.

1. Copy of the Rules certified by the President & Secretary.
2. Certified copy of a Resolution of the committee (format given overleaf)
3. Certified copies of the Minutes of the meeting at which the preset office-bearers were elected.
4. specimen signatures.

(CIF No  for office use only)

Name

Address

Phone No. (Office)  Fax No (Office)

Registration No.  Purpose of the organisation (Please Specify)

Date of Registration (DD/MM/YYYY)  Existing account Nos (if any)

email

**Authorised Signatories**

	Name	Designation	Signature	CIF No - (For office use only)
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**FOR FIXED DEPOSIT ACCOUNTS ONLY**

a. Amount (in figures)  (in words)

b. Period  Month(s) / Year(s) c. Source of funds cash / cheque / AC/ No.

d. Please renew the deposit exclusive / inclusive of interest for similar terms until further notice

e. Please credit / remit interest at maturity / monthly to account no.

Account Name  Bank  Branch  Received Certificate No.

**For office use only**

KYC docs obtained

	Initial	EMP No.		Initial	EMP No.		Initial	EMP No.
Input by								

**The resolution referred to in item 2 above:**

\*We hereby certify that the following resolution of the (\*) ..... was passed at a meeting of the  
(\*\*)..... held on the ..... and has been duly recorded in the Minute Book.

**RESOLVED : That**

- (a) an account for the (\*) .....be opened with the CBC Finance, and that the company be and is hereby authorised to act on instruction given by (\*\*\*) ..... relating go this account.
- (b) all changed that may take place from time to in the authorised signatories be promptly advised to the company in writing under the hands of chairman and Secretary and
- © the Society / Club/ Association agree to comply with and be bound by the Rules of the company governing the conduct of such account.

(\*) Insert name of Society, Club of Association.

(\*\*) Insert "Committee" or as applicable.

(\*\*\*) Give designation and combination of signatories.