

KNOW YOUR CUSTOMER (KYC) PROFILE FORM- FOR PERSONAL CUSTOMERS
 (Requirement in terms of the Financial Transaction Reporting Act No 06 of 2006 and other Foreign or Local Law)

SECTION - A (BASIC INFORMATION OF THE INDIVIDUAL INCLUDING OF THOSE HOLDING POWER OF ATTORNEY)
 (Please Tick "✓" the appropriate boxes)

I. Name in Full (Mr/Mrs/Miss/.....)

II. NIC No. **III. PP No.** **IV. Date of Birth**

V. Permanent Address **VI. Postal Address**

VII Duration of Stay at Present Address Months/Years

VIII. Status of the Residential Address

Own Lease/Rent Friend's/Relative's Parent's

Official Board/Lodging Others....

IX. Occupation/Employment/Position

X. Name and Address of Employer

XI. If Self-Employed, Nature of Business

XII. Business Registration Number

CITIZENSHIP

<input type="checkbox"/> Sri Lankan (A)	<input type="checkbox"/> Resident in Sri Lanka	For (B), (C) and (D)		
<input type="checkbox"/> Sri Lankan with dual citizenship (B)	<input type="checkbox"/> Non Resident	Country of Birth	Nationality	
<input type="checkbox"/> Foreign National with dual citizenship (C)	<i>Country of Residence</i>	Type of Visa	<input type="checkbox"/> Permanent Residence	<input type="checkbox"/> Green Card
<input type="checkbox"/> Foreign National (D)	-----		<input type="checkbox"/> Temporary Residence	<input type="checkbox"/> _____ (Specify)
		Expiry Date		

Any Tax liability in USA Yes No

In Case of Foreign Passport Holders, Please mention the purpose of opening the account in the foreign jurisdiction.

PURPOSE OF OPENING THE ACCOUNT

Business Transactions Employment / Profession Income Savings

Bill Payment/Loan Repayment Share Transactions / Investment Purposes Remittances

Social & Charity Work Other

SOURCE OF FUNDS (Expected source and nature of credits into the account)

Salary/Profit/Professional Income Export Proceeds Sales and Business Turnover

Donations/Charities (Local/Foreign) Rent Income Investment Proceeds

Sale of Property/Assets Gifts Other.....

EXPECTED MONTHLY TURNOVERS

- Less than Rs.200,000 Rs.200,000 to Rs.1,000,000 Rs.1,000,000 to Rs.3,000,000
 Over Rs.3,000,000

EXPECTED MODE OF TRANSACTIONS

- Cash Cheque Fund Transfer All mode of forms

OTHER CONNECTED BUSINESS/PROFESSIONAL ACTIVITIES (if applicable)**SECTION B: MANDATORY CHECKS (FOR OFFICE USE ONLY)****I. Name, Date of Birth & Nationality Verification: To be supported by one of the following documents**

- National Identity Card Valid Passport
 Postal Identity Card / Birth Certificate (only for minors) Valid Driving Licence
 Other (specify)

II. Address Verification: Residential address to be verified & supported by one of the following accepted documents (Mobile Phone bill / Statements of other banks are not accepted)

- National Identity Card Tenancy Agreement/ Lease Agreement (Biling proof of owner) Employment Contract
 Letter from Grama Niladhari (counter signed by Div. Sec.) Valid Driving License Income Tax Receipt /Assessment Notice
 Letter from Public Authority Current Utility Bills (Specify) Voting Card issued within one month

(Photocopies of the above documents should be obtained and certified by the company officer as original seen)

III. Geographical Area

Customer is residing within a reasonable distance to the branch ? Yes No

If not the reason for opening an account at the branch

IV. Copy of the Valid Visa/Permit

[In case of accounts for non national customers]

Attached Not Attached

V. Is the Client or any Member of his Immediate Family a Politically Exposed Persons (PEP)

Yes No

If "YES" Please specify :

FIU Definition

PEP's (Politically Exposed Persons) - Individuals in Sri Lanka or abroad who are or have been entrusted with prominent public functions. E.g. Head of State or Government, Senior Politicians, Senior Government, Justicial or Military Officials, Senior Executives of State Owned Corporations, important Political Party Officials.

Immediate Family Member - Includes the Spouse, children and their spouses or parents, parents, sibilings and their spouses and grandchildren and their spouses.

VI. Does the customer appear in a UNSCR sanction list or any other alerts list

Yes No

If "YES" Please specify :

I confirm that the details given above are true and correct and I authorize you to make any inquiries as you deem necessary for any assessment or confirmation of the above Particulars/ identifications from Department for Registration of Persons (DRP) or any other sources

Customer's Signature

Date

(OFFICE USE ONLY)**Product Type**

Lease	FD	Savings	Gold Loan	Mortgage
Transaction Ref No.	Date		CIF No	Customer Grading
Transaction amount	Rs.		(Only for Fixed Deposit Customers)	
Transaction mode :	Cheque		Cash	

Information Checked and Confirmed

Introducer (Staff)	Staff No.	Signature	Authorized by Unit Head	
Client Manager			Staff No.	
Branch Manager				

Risk Unit

Risk Rating	Date	Next Review Date	System Entered by	Staff No.	Signature
			Checked By		