



**FBC Bank Limited**

(Registered Commercial Bank)

strength • diversity • service

**COMPANY  
ACCOUNT OPENING FORM**

## COMPANY DETAILS REQUEST FORM

Please complete in block letters as appropriate

### 1. Details of the Business

Name of Business: \_\_\_\_\_

Company Registration Number \_\_\_\_\_

VAT Number \_\_\_\_\_

Date of Incorporation: (format YYYY/MM/DD)

Type of Business: (e.g. Private Limited, Public Quoted, etc) \_\_\_\_\_

Industry: \_\_\_\_\_ Sector: \_\_\_\_\_

### 2. Contact Details

Physical Address: \_\_\_\_\_

Business Postal Address: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Website: \_\_\_\_\_ E-mail: \_\_\_\_\_

Contact Person(s) \_\_\_\_\_ Designation \_\_\_\_\_

### 3. Personal Details of - Directors/Proprietors/Office Bearers

i. Full Names(s): \_\_\_\_\_

Designation: \_\_\_\_\_

National ID No: \_\_\_\_\_ Passport No: \_\_\_\_\_ Driver's Licence No: \_\_\_\_\_

Date of Birth: (format YYYY/MM/DD):

Place of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Date Appointed: (format YYYY/MM/DD):

Residential Address: \_\_\_\_\_

Contact No: \_\_\_\_\_ Tel No: \_\_\_\_\_ Cell: \_\_\_\_\_ E-mail: \_\_\_\_\_

We would like to know what interests or hobbies you have so that we can entertain you in the right areas.

Please tick

Golf ☐ Cricket ☐ Tennis ☐ Wine Testing ☐ Art ☐  
Dance ☐ Music ☐ Fishing ☐ Theatrical Art ☐ Other (please specify) \_\_\_\_\_

ii. Full Names(s): \_\_\_\_\_

Designation: \_\_\_\_\_

National ID No: \_\_\_\_\_ Passport No: \_\_\_\_\_ Driver's Licence No: \_\_\_\_\_

Date of Birth: (format YYYY/MM/DD):

Place of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Residential Address: \_\_\_\_\_

We would like to know what interests or hobbies you have so that we can entertain you in the right areas.

Golf ☐ Cricket ☐ Tennis ☐ Wine Testing ☐ Art ☐  
Dance ☐ Music ☐ Fishing ☐ Theatrical Art ☐ Other (please specify)

Designation: \_\_\_\_\_

Date of Birth: (format YYYY/MM/DD): 

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Place of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Date Appointed (format YYYY/MM/DD):

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Residential Address: \_\_\_\_\_

Contact No: \_\_\_\_\_ Tel No: \_\_\_\_\_ Cell: \_\_\_\_\_ E-mail: \_\_\_\_\_

We would like to know what interests or hobbies you have so that we can entertain you in the right areas.

Golf ☐ Cricket ☐ Tennis ☐ Wine Testing ☐ Art ☐  
Dance ☐ Music ☐ Fishing ☐ Theatrical Art ☐ Other (please specify)

Account type Please tick Current ☐ Savings ☐ Loan ☐ FCA ☐ Fixed ☐ Call ☐ Other ☐

Account Statement to be Delivered ☐ Posted ☐ Collected ☐ E-mailed ☐

Size Required                  50 ☐                  100 ☐                  Other-☐  
Specify

Type ☐ Left Hand ☐ Right Hand

☐ To be collected ☐ To be delivered

Internet Banking ☐ Preferred User Name \_\_\_\_\_

Bank/Building Society \_\_\_\_\_

Name: \_\_\_\_\_

Branch: \_\_\_\_\_



Account No:

Account type Please tick Current ☐ Savings ☐ Loan ☐ FCA ☐ Fixed ☐ Call ☐ Other ☐

How long account held: Please tick 0-1 year ☐ 1-3 years ☐ 3-5 years ☐ over 5 years ☐

### All Applicants

I/We agree that the Bank reserves the right to close my/our account compulsorily without warning if it is unsatisfactorily conducted. I/We also certify that the above statements in support of my/our application for an account are true and complete, and understand that in the event of any information proving to be inaccurate, this application may be declined.  
Yours Faithfully

Authorised Signatory: \_\_\_\_\_ Authorised Signatory: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

### For Official Use Only

Form & proof of identity received by: \_\_\_\_\_ Date: \_\_\_\_\_

Checked by: \_\_\_\_\_ Date: \_\_\_\_\_

FCB Clearance summary: \_\_\_\_\_ Date: \_\_\_\_\_

Approved/declined by: \_\_\_\_\_ Date: \_\_\_\_\_

Account No:

## BRANCH NETWORK

### Batanai Gardens Branch

Cnr Jason Moyo/1st Street,  
Mezannine Floor, P.O. Box BE 818  
Belvedere, Harare Tel: 263 04 752929  
775390. Fax: 263 04 775395  
Email: airport@fbc.co.zw/  
batanai@fbc.co.zw

### Gweru Branch

71 Sixth Street,  
P.O. Box 1833, Gweru  
Telephone: 263 054 26491, 26493/7  
Fax: 263 054 26498  
Email: gweru@fbc.co.zw

### Masvingo Branch

58/59 Hellet Street, Masvingo  
Telephone: 263 039 64415/6  
Fax: 263 039 64415/6  
Email: masvingo@fbc.co.zw

### Samora Machel Avenue Branch

Old Reserve bank Building  
76 Samora Machel Avenue  
P.O. Box GD 450, Greendale, Harare  
Telephone: 263 04 700372, 700044  
Fax: 263 04 793799  
Email: samora.branch@fbc.co.zw

### Zvishavane Branch

Robert Mugabe Way  
P.O. Box 91, Zvishavane  
Telephone: 263 051 2176, 2177  
Fax: 263 051 3327  
Email: zvishavane@fbc.co.zw

### Harare Private Banking

No. 2 Lanark Road, Belgravia, Harare  
P.O. Box A852, Avondale, Harare  
Telephone: 263 04 251975, 251976  
Fax: 263 04 253556  
Email: belgravia@fbc.co.zw

### Jason Moyo Avenue Branch

Asbestos House, Jason Moyo Avenue  
P.O. Box 2910, Bulawayo  
Telephone: 263 09 76079, 76371  
Fax: 263 09 67536  
Email: jmoyo@fbc.co.zw

### Mutare Branch

50B Herbert Chitepo  
P.O. Box 2797, Mutare  
Telephone: 263 020 62586, 62114  
Fax: 263 020 60543  
Email: mutare@fbc.co.zw

### Southernton Branch

Highfield Junction Shop  
P.O. Box ST 495  
Southernton, Harare  
Telephone: 263 04 759712, 759392  
Fax: 263 04 759567  
Email: southernton@fbc.co.zw

### Bulawayo Private Banking

Asbestos House, Jason Moyo Avenue  
P.O. Box 2910, Bulawayo  
Telephone: 263 09 76079, 76371  
Fax: 263 09 67536  
Email: byoprivate@fbc.co.zw

### Chinhoyi Branch

Stand 5309 Magamba Way,  
P.O. Box 1220, Chinhoyi  
Telephone: 263 067 24086  
Fax: 263 067 26162  
Email: chinhoyi@fbc.co.zw

### Kwekwe Branch

44a/b Robert Mugabe Way  
P.O. Box 1963, Kwekwe  
Telephone: 263 055 24116, 24160  
Fax: 263 055 24208  
Email: kwekwe@fbc.co.zw

### Nelson Mandela Avenue Branch

Nelson Mandela Avenue  
P.O. Box BE 818, Belvedere  
Telephone: 263 04 750946, 753608  
Fax: 263 04 775395  
Email: nmandela@fbc.co.zw

### Victoria Falls Branch

Shop 4 Galleria De Falls  
P.O. Box 225, Victoria Falls  
Telephone: 263 013 45995/6  
Fax: 263 013 45995/6  
Email: victoriafalls@fbc.co.zw



# FBC Bank Limited

(Registered Commercial Bank)

## Signing Arrangements for Companies - Supplementary Form

The Manager

**FBC Bank Limited**  
(Registered Commercial Bank)

..... Branch

Dear Sir,

With reference to the signing arrangements for Companies - Supplementary Form .....

we write to inform you that in terms of a resolutions of the Board of Directors dated .....

the signing arrangements of the Company and the names of the persons authorized to sign are set out below, and we enclose  
specimens of their respective signatures

Full name of Company/public body

.....

All documents to be signed by: (please specify, e.g. Any two signatories)

.....

.....

**FULL NAMES OF  
PERSON(S)**

**SIGNING CAPACITY/  
DESIGNATION**  
(e.g. director, manager, etc)

**SPECIMEN  
SIGNATURE**

.....

.....

.....

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.....

.....

Dated: ..... 20 .....

..... Director/Secretary





**FBC Bank Limited**

(Registered Commercial Bank)

**COMPANY OPENING ACCOUNT RESOLUTION**

TO:

Sir, **FBC BANK LIMITED** \_\_\_\_\_ Branch  
(Registered Commercial Bank)

We inform you that a Meeting of Directors of

\_\_\_\_\_ Limited  
(Full name of company)

held at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_. It was resolved:-

That an account styled \_\_\_\_\_

be opened at the \_\_\_\_\_ Branch of FBC Bank Limited.

- (a) "That the said Bank be and is hereby authorized and requested to pay all cheques, Bills of Exchange, Promissory Notes and other negotiable instruments purporting to be signed, made or accepted on behalf of the Company and to debit such instruments to the account to be kept with them by the said Company, whether such account be in credit or otherwise, to hold the Company liable on all endorsements of Cheques, Bills of Exchange, promissory Notes, and other negotiable instruments and to bind the Company to all agreements or indemnities in connection with the issue of Letters of Credit, Drafts, Telegraphic transfers and all usual banking transactions. That the said Bank is also authorized to accept the endorsement on all Cheques, Bills of Exchange, Promissory Notes and other negotiable instruments of the Company's favour."
- (b) "That the said Bank be authorized to debit the savings account(s) with all withdrawals purporting to be drawn thereon."
- (c) "That the said Bank be authorized to accept instructions regarding withdrawals from Call/Notice/Fixed/Foreign Currency Accounts."
- (d) "That the said Bank be and is hereby authorized to hold on behalf of the said Company such items as may be deposited on behalf of the said Company whether for safe keeping or as security for the banking facilities granted to the said Company, and the said Bank is hereby authorized to release any such items upon receipt of such instructions from the said Company."
- (e) "That the said Bank be and is hereby authorized to accept the aforesaid instructions from the said Company provided such instructions are signed by one or more persons as may be authorized from time to time by a resolution of the Board of Directors; that the said Bank be authorized to act on such information as to such person or persons as may be given to the said Bank from time to time by the said Company on the appropriate Bank form(s); that a copy of this resolution be furnished to the said Bank at the said Branch; and that it remain in force until the receipt by the said Bank at the said Branch of a copy of resolution of the Board of Directors of the said Company rescinding or amending the same, such copy to be certified by a Director of the Secretary."
- (f) "That a list of the names and specimen signatures of the persons at present authorized to sign under this resolution be furnished to the said Bank at the said Branch."

Date: \_\_\_\_\_ 20 \_\_\_\_\_

Signed:

\_\_\_\_\_  
Chairman

# COMPANY ACCOUNT SIGNATURE CARD

A4



**FBC Bank Limited**

*(Registered Commercial bank)*

ACCOUNT NUMBER

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NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

E- MAIL ADDRESS \_\_\_\_\_ WEBSITE \_\_\_\_\_

CONTACT NUMBERS \_\_\_\_\_

TYPE OF BUSINESS \_\_\_\_\_

<u>FULL NAMES</u> _____	<u>CAPACITY</u> _____	<u>SIGNATURE</u> _____
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_____	_____	_____
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SIGNING ARRANGEMENTS (TO BE IN TERMS OF MANDATE HELD)

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# COMPANY ACCOUNT SIGNATURE CARD

A4



**FBC Bank Limited**

*(Registered Commercial bank)*

ACCOUNT NUMBER

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NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_ WEBSITE \_\_\_\_\_

CONTACT NUMBERS \_\_\_\_\_

TYPE OF BUSINESS \_\_\_\_\_

FULL NAMES	CAPACITY	SIGNATURE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SIGNING ARRANGEMENTS (TO BE IN TERMS OF MANDATE HELD)

\_\_\_\_\_

\_\_\_\_\_



FULL NAMES

CAPACITY

SIGNATURE

SIGNING ARRANGEMENTS (TO BE IN TERMS OF MANDATE HELD)

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