

# SINGER FINANCE (LANKA) PLC – PQ 813

331, Union Place, Colombo 2

## Know Your Customer (KYC) Form – Corporates

*(Requirement in terms of Financial Transactions Reporting Act No 06 of 2006)*

Details of Company		
Name of Company		
Nature / Purpose of Business		
Registered Address		
Country of Incorporation		
Date of Incorporation		
Total No. of Directors	Company Registration No	
Name of the Company Secretary		

Tax Declaration			
The following is a mandatory declaration which is required to be completed under the Inland Revenue Regulations			
Income Tax File No		VAT Tax File No	

Purpose for opening the account and the usage	
<input type="checkbox"/> Business Transactions	<input type="checkbox"/> Investment <input type="checkbox"/> Other (Specify) .....

Details of all the Directors	
<b>01</b>	
Name (Mr/Mrs/Ms/.....)	
Address	
NIC No	
Position Held	
<b>02</b>	
Name (Mr/Mrs/Ms/.....)	
Address	
NIC No	
Position Held	
<b>03</b>	
Name (Mr/Mrs/Ms/.....)	
Address	
NIC No	
Position Held	
<b>04</b>	
Name (Mr/Mrs/Ms/.....)	
Address	
NIC No	
Position Held	
<b>05</b>	
Name (Mr/Mrs/Ms/.....)	
Address	

NIC No	
Position Held	
<b>06</b>	
Name (Mr/Mrs/Ms/.....)	
Address	
NIC No	
Position Held	

### Details of Shareholders with 10% or More Voting Rights

<b>01</b>				
Name				
Permanent / Registered Office Address				
NIC/ Business Registration No		Legal Nature	Individual	Legal Entity
Nationality/ Country of Incorporation				
Number of Shares		Voting Rights as a percentage (%)		
<b>02</b>				
Name				
Permanent / Registered Office Address				
NIC/ Business Registration No		Legal Nature	Individual	Legal Entity
Nationality/ Country of Incorporation				
Number of Shares		Voting Rights as a percentage (%)		
<b>03</b>				
Name				
Permanent / Registered Office Address				
NIC/ Business Registration No		Legal Nature	Individual	Legal Entity
Nationality/ Country of Incorporation				
Number of Shares		Voting Rights as a percentage (%)		
<b>04</b>				
Name				
Permanent / Registered Office Address				
NIC/ Business Registration No		Legal Nature	Individual	Legal Entity
Nationality/ Country of Incorporation				
Number of Shares		Voting Rights as a percentage (%)		

### List of Subsidiaries/ Other Connected Business Associates

<b>01</b>			
Name of Company			
Registered Address			
Nature of Business			
Business Registration No		Percentage (%) of Voting Rights held by the Company	
<b>02</b>			
Name of Company			
Registered Address			
Nature of Business			
Business Registration No		Percentage (%) of Voting Rights held by the Company	
<b>03</b>			
Name of Company			
Registered Address			
Nature of Business			
Business Registration No		Percentage (%) of Voting Rights held by the Company	

**Financial Information**

Note: If a new establishment, the projected financial data should be completed under the caption "Current Year"

Are the Audited Financial Statements for last two years available?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>Description (Rs)</b>	<b>Current Year</b>	<b>Previous Year</b>
Annual Sales Turnover		
Net Profit/ Loss		
Paid-up Capital and Accumulated Profit		

**Source of Funds Expected Source and Nature of Credits into the Account**

- Business Profits     
  Commission Income     
  Interest/ Investment Income     
  Sale/ Business Turnover  
 Sale of property/assets     
  Others (Please specify) .....

**Anticipated Monthly Cash Flows to the Account**

- Less than Rs. 500,000     
  Rs. 500,001 to Rs. 1,000,000     
  Rs. 1,000,001 to Rs. 5,000,000  
 Rs. 5,000,001 to Rs. 10,000,000     
  Rs. 10,000,001 to Rs. 25,000,000     
  Rs. 25,000,001 and above

**Assets Owned by the Company (Not required, if the Latest Audited Accounts are available)**

- Property/Premises     
  Investments     
  Motor Vehicles     
  Financial Assets     
  Others (specify) .....

**Expected Mode of Transactions/ Delivery Channels**

- Cash     
  Cheque     
  Electronic Fund Transfer     
  Other (Specify) .....  
 (tick '✓' all that applicable)

We forward herewith the following documents relevant to the account opening request (Tick '✓' as appropriate)	Enclosed	Not Applicable
Certified Copy of Certificate of Incorporation / Business Registration		
Certified Copy of Form – 20 (Change of Directors / Secretary and Particulars of Directors / Secretary)		
Certified Copy of Form – 13 (Change of Registered Office Address, if any)		
Certified Copy of Articles of Association		
Certificate to commence business (for Public Quoted Companies)		
Certified Copy of Board Resolution authorizing the opening of the account and Authorized Signatories		
Certified Copy of National Identity Card / Driving License / Valid Passport copies of all Directors and Authorized Signatories		
Company KYC Form		
Individual KYC Forms of all Directors		
Latest Audited Accounts, if available		
Certified Copy of Form - 44 (Full address of the registered or principal office of a company incorporated outside Sri Lanka and its principal place of business established in Sri Lanka)		
Copy of the Board of Investment Agreement if a Board of Investment approved company		
Copy of the Export Development Board (EDB) approved letter if EDB approved company		

We confirm that the information provided above is correct and accurate and we are duly authorized to provide the information referred to above on behalf of the company. We further undertake to keep Singer Finance (Lanka) PLC duly informed, as soon as possible, of change to the information provided above.

Name		Name	
Designation		Designation	
Signature on Rubber Stamp		Signature on Rubber Stamp	
Date	D   D   M   M   Y   Y   Y   Y	Date	D   D   M   M   Y   Y   Y   Y

**For Office use Only**

Authorized by:..... (Name) .....(Signature)