

Business Account - Information Update Form

Private & Confidential

A. Step-by-step Guides:

Step 1: Please fill in all the necessary details. *Field in Red is mandatory

Step 2: Sign by using the signature specimen provided to the Bank.

 Step 3: Kindly attach a clear copy of latest valid Identity Card (I/C) and/or Passport for the following:

- **Sole Proprietorship / Partnership:** Proprietor / Partners and mandate
- **Limited Company:** Directors, Shareholders and authorized signatories and mandate

Step 4: Kindly provide latest business registration documents:

- **Sole Proprietorship / Partnership:** Business Enactment Form 16 & 17
- **Limited Company:** Certificate of Incorporation and Form X and Return on Allotment of Shares (Annual Return)

Step 5: Lastly, return this completed form accompanied with all the required documents to any of our Maybank Brunei Branches.

B. Please Let Us Know You Better
1. Head Office Address
 Same as Business Registration

 Postal Code: _____ Country: _____

2. Mailing Address
 As per Head Office Address

 Others: _____

 Postal Code: _____ Country: _____

4. Authorized Contact Person

Name: _____
 Handphone No: _____
 Office Tel No: _____ Ext: _____
 Office Email: _____

5. Business Details

Core Business Activity: _____
 Date of Operation: _____
 Annual Turnover: _____
 Country of Business Operation: _____
 Number of Employees: _____

3. Expected Account Activity
Deposits (including inward remittances)

(i) No of transactions per month : less than 20 20 to 50 more than 50
 (ii) Amount per month : less than B\$50,000 B\$50,000 - B\$100,000 more than B\$100,000

Withdrawals (including outward remittances)

(i) No of transactions per month : less than 20 20 to 50 more than 50
 (ii) Amount per month : less than B\$50,000 B\$50,000 - B\$100,000 more than B\$100,000

Declaration: I/We confirm that all above information(s) given by me/ us is true, correct and complete. I/We hereby authorize the bank to update my / our details and make amendment if any, with immediate effect.

Name: _____
 Job position: _____
 Date: _____

Signature: _____

Name: _____
 Job position: _____
 Date: _____

Signature: _____

Name: _____
 Job position: _____
 Date: _____

Signature: _____

Name: _____
 Job position: _____
 Date: _____

Signature: _____

C. For Bank Use Only

CIF No/Acc No.: _____
 Received By: _____

Procesed By: _____