

APPLICATION TO OPEN AN ACCOUNT

ENTITIES - INCORPORATED AND NON-INCORPORATED

To FirstTrust BRANCH:																													
ACCOUNT NO (FOR OFFICIAL USE ONLY):																													
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4. ACCOUNT SIGNATORIES D	ETAILS
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BANK VERIFICATION NO(BVN):	
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FIRST NAME:	
OTHER NAME(S):	AFFIX RECENT PASSPORT
MOTHER'S MAIDEN NAME:	PHOTOGRAPH HERE
DATE OF BIRTH:	DDMMYYYY GENDER: MALE FEMALE
PLACE OF BIRTH:	
STATE OF ORIGIN:	LGA:
MARITAL STATUS:	SINGLE MARRIED DIVORCED WIDOWED
	OTHER (PLEASE SPECIFY)
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	DRIVER'S LICENSE INTERNATIONAL PASSPORT
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RELIGION (OPTIOINAL):	
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HOUSE NUMBER:	STREET NAME:
NEAREST BUS STOP/ LANDMARK:	
CITY / TOWN:	LGA:
STATE OF RESIDENCE:	
PHONE NO 1:	EMAIL:
PHONE NO 2:	
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SIGNATORY II	
BANK VERIFICATION NO (BVN):	
TITLE:	MR. MRS MISS OTHER (PLEASE SPECIFY):
SURNAME:	
FIRST NAME:	
OTHER NAME(S):	AFFIX RECENT
	PASSPORT PHOTOGRAPH
MOTHER'S MAIDEN NAME:	HERE GENDER: MALE FEMALE
DATE OF BIRTH:	GENDER: MALE FEMALE
PLACE OF BIRTH:	

STATE OF ORIGIN:	LGA:
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NEAREST BUS STOP/ LANDMARK:	
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PHONE NO 1:	EMAIL:
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5. DETAILS OF DIRECTOR / EXECUTIVE / TRUSTEE / PROMOTER / EXECUTOR / ADMINISTRATOR / PRINCIPAL OFFICER II / PROPRIETOR BANK VERIFICATION NO (BVN): TITLE: MR. MRS MISS OTHER (PLEASE SPECIPT): SURNAME: OTHER (PLEASE SPECIPT): UNIONALES OTHER (PLEASE SPECIPT): OTHER PRIABLE PERMALE PERMALE DATE OF BIRTH: STATE OF ORIGIN: MARRIED OTHER (PLEASE SPECIPT): DIVORCED WIDOWED TO RIVER'S LICENSE NATIONALITY (NON NIGBIANS): NATIONALITY (NON NIGBIANS): PERMANS OF PERMIT ISSUE: NATIONALITY (NON NIGBIANS): PERMIT ISSUE DATE: PERMI	
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LE: MRS MISS OTHER (PLEASE SPECIFY):	
RNAME:	
ST NAME:	
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OTHER'S MAIDEN NAME:	
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6. ACCOUNT SERVICES REQUI	
CARD PREFERENCES:	VERVE CARD MASTERCARD VISA CARD
	OTHERS (PLEASE SPECIFY)
ELECTRONIC BANKING PREFERENCES:	INTERNET BANKING FIRSTTRUST MOBILE ATM/POS
	OTHER ELECTRONIC CHANNELS (PLEASE SPECIFY:)
TRANSACTION ALERT PREFERENCES:	EMAIL ALERT (FREE) SMS ALERT
STATEMENT PREFERENCES:	EMAIL POST COLLECTION AT BRANCH
STATEMENT FREQUENCY:	MONTHLY QUARTERLY SEMI-ANNUALLY ANNUALLY
CHEQUE BOOK REQUISITION:	OPENED CHEQUE CROSSED CHEQUE 50 LEAVES 100 LEAVES
CHEQUE CONFIRMATION (Will yo	ou like to pre-confirm your cheque?] YES NO
CHEQUE CONFIRMATION THRESH	OLD (if the answer to the above is yes, please specifiy the threshold)
7. ADDITIONAL DETAILS	
NAME OF AFFILIATED	
COMPANY/GROUP:	
COUNTRY OF INCORPORATION:	
8. DETAILS OF ACCOUNT(S) H	ELD WITH OTHER BANKS
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9. AUTHORITY TO DEBIT ACCOUNT FOR SEARCH FEE	
FirstTrust Mortgage Bank Plc	branch
Dear Sir/Ma, AUTHORITY TO DEBIT OUR CURRENT ACCOUNT FOR SEARCH FEE We hereby authorise you to debit our account with the applicable of Commission or relevant agency/authority.	charges for the legal search to be conducted on our account at the Corporate Affairs
Thank you. Yours Faithfully,	
AUTHORISED SIGNATURE OF THE CUSTOMER/REPRESENTATIVE:	DATE:
AUTHORISED SIGNATURE OF THE CUSTOMER/REPRESENTATIVE:	DATE:
10. LETTER OF INDEMNITY	
The Managing Director FirstTrust Mortgage Bank Plc 124, Awolowo Road, Ikoyi Lagos. Dear Sir, INDEMNITY (Corporate)	
WHEREAS	
whose address is at	
	electronic devices; and shall inform the Bank forthwith upon the happening of any circumstance(s) likely to render the continued use of Email instructions unsafe. 6. The Bank shall endeavour to refrain from processing an Email Instruction upon receiving a notification pursuant to Clause 5 above. This shall however be without prejudice to the customer's covenants and obligations herein in respect of any transaction processed whether prior or subsequent to the notification. 7. The Bank retains the sole discretion to process an Email Instruction, or any part thereof; and shall not be under any obligation to provide reasons for failing to do so. 8. The Customer waives all right of action or defences it may have against the Bank in connection with all matters contemplated herein, and shall further hold the Bank free and harmless from any responsibility, liability or adverse consequence (whether direct or indirect) in connection with receiving, considering and/or processing the Customer's Email Instruction(s). The Customer shall further indemnify and keep the Bank fully indemnified against all litigations, actions, claims, loss, damage, costs and/or expenses which may be brought against the Bank or suffered or incurred by the Bank and which may have risen neither directly or indirectly out of or in connection with the Bank's receiving, consideration sand/or processing the Customer's Email Instruction(s). 9. This Indemnity shall be a continuing obligation in respect of any and all matters connected to or arising from the Bank's receipt, consideration or
5. The Customer shall ensure the security of its email address(es) Email Address -(It must be the current email in the bank's record) Primary E-mail Address	and Republic of Nigeria. The Common seal of
Secondary E-mail Address	

Director

Secretary

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12. INDEMNITY FOR CORPOR	ATE (CAI	RDS																														
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13. ACCOUNT OPENING MANDATE	
ACCOUNT NAME:	
ACCOUNT NUMBER:	
	I
NAME OF SIGNATORY I:	NAME OF SIGNATORY IV:
PHONE NO 1:	PHONE NO 1:
PHONE NO 2:	PHONE NO 2:
INDICATE CATEGORY:	INDICATE CATEGORY:
AFFIX RECENT	AFFIX RECENT
PASSPORT PHOTOGRAPH	PASSPORT PHOTOGRAPH
HERE	HERE
DATE:	DATE:
NAME OF SIGNATORY II:	NAME OF SIGNATORY V:
PHONE NO 1:	PHONE NO 1:
PHONE NO 2:	PHONE NO 2:
INDICATE CATEGORY:	INDICATE CATEGORY:
AFFIX RECENT PASSPORT	AFFIX RECENT PASSPORT
SIGNATURE: PHOTOGRAPH HERE	SIGNATURE: PHOTOGRAPH HERE
DATE:	DATE: DDMMYYYYY
NAME OF SIGNATORY III:	NAME OF SIGNATORY VI:
PHONE NO 1:	PHONE NO 1:
PHONE NO 2:	PHONE NO 2:
INDICATE CATEGORY:	INDICATE CATEGORY:
AFFIX RECENT PASSPORT	AFFIX RECENT PASSPORT
SIGNATURE: PHOTOGRAPH HERE	SIGNATURE: PHOTOGRAPH HERE
DATE: DDMMYYYYY	DATE: DDMMYYYYY
SIGNATURE COMBINATION:	COMPANY STAMP / SEAL SPECIMEN: (IF REQUIRED FOR MANDATE)
SISTATIONE COMBINATION.	
EMBOSSMENT REQUIRED? YES NO	
COMPANY STAMP /	
SEAL REQUIRED?	
AMOUNT TO BE CONFIRMED:	AND ABOVE.
IF NO, A LETTER OF "NO CHEQUE COI	NFIRMATION" IS REQUIRED

14. DECLARATION ISSUANCE OF DUD CHEQUE I/We hereby pledge and undertake not to issue cheques on this account when same is not funded (dud cheque). I/We agree that the Bank is under no obligation to honour any cheques issued on this account unless there is sufficient fund in the account to cover the value of the said cheque, and I/We understand that such cheque may be returned to me/us unpaid. In the event that such cheque (s) is/are honoured and paid for any reason whatsoever, I/We hereby undertake to pay the Bank on demand the value of the said cheque(s), plus bank charges, interests and fees as the Bank may require. I/We hereby irrevocably and unconditionally consent to the bank providing all information to the relevant regulatory authority on all dud cheques issued on this account for appropriate action against me/us. **CUSTOMER INFORMATION** The information that I/We have provided in this form is accurate and is valud at the date of opening this account. I/We have also fully and understand that the terms and conditions for operating a FirstTrust Account as contained herein, and also the accompanying booklet as applicable, and agree to be bound by all terms and conditions as applicable to the banking services applied for by me/us. I/We therefore request that you open an account and provide your services to me/us in line with the above information. $I/We here by apply for the opening of any account or accounts with First Trust Mortgage Bank Plc. \\I/We understand that the information given herein is the basis for opening such account (s) and \\I/We agree that my/our account should be palced on Post No Debit (PND) Status in the event that our account has incomplete documents.$ in Witness thereof, the common seal of DATE: AFFIX COMPANY SEAL HERE in the presence of **DIRECTOR/SIGNATORY** NAME: SIGNATURE: DIRECTOR/SIGNATORY/SECRETARY NAME: SIGNATURE: 15. SIGNED, SEALED AND DELIVERED BY THE WITHIN NAMED PERSON(s) NAME: STATUS: SIGNATURE: NAME: STATUS: SIGNATURE: 16. IN THE PRESENCE OF

STATUS: ADDRESS: OCCUPATION: SIGNATURE: 16. BOARD RESOLUTION (FOR LIMITED LIABILITY COMPANIES) At a meeting of the Board of Directors duly convened on D. M. Y. Y. Y. Y. and held, it was resolved that the company should open and

6. BOARD RESOLUTION (FOR LIMITED LIABILITY COMPANIES)	
At a meeting of the Board of Directors duly convened on	$\begin{tabular}{ c c c c c c c c c c c c c c c c c c c$
operate an account with FirstTrust Mortgage Bank Plc in accordance with	the terms and conditions of the account herein and that maybe issued from time to
Dated this DDMM YYYY	AFFIX COMPANY SEAL HERE
DIRECTOR'S NAME:	DIRECTOR'S NAME:
SIGNATURE:	SIGNATURE:

CORPORATE ACCOUNT TERMS AND CONDITIONS

Please read this page carefully. It provides you with important information about your FirstTrust account(s)

- At the meeting of the Board of Directors, it was duly resolved that:
- FirstTrust Mortgage Bank Plc (hereinafter called the bank) be and is hereby the designated banker to this company.
- 2. That the bank is instructed to pay and honour all cheques, drafts or orders issued by us on behalf of this company on the banking account/accounts in the name of the company, and all instrument payable at the said bank and expressed to be accepted or made on behalf of this company at anytime provided the account has sufficient funds to accommodate the instruction.
- 3. That the said bank be instructed to accept any indemnities given on behalf of the company.
- 4. That where there is to the knowledge of the bank a dispute between officers and directors of the company mandated to operate Me account, the bank may at its discretion stop further transaction on the account without liability whatsoever until the dispute is satisfactorily resolved.
- That until the bank receive, any sudden notice briny of the company's resolution to the contrary, the bank be instructed to honour signature(s)appearing here under for all purpose on the company's account as mandate.
- 6. If for any reason the bank authorizes the payment of the cheques, draft, or orders when at the material time the account does not have sufficient funds to accommodate the value of such instrument (and our said account is thereby thrown into debit) we agree that an overdraft position is hereby created. Any sum or sums standing to the debit of our account as a result of this overdraft position shall automatically be liable to interest charges at the *rate* fixed by the bank from time to time. You are also authorized to debit the account with your usual bank charges, interest, commission, *et* c
- 7. We agree to be bound by these and other terms and conditions existing now and in the (Inure governing the operation of the account(s) and other Banking services which include Internet banking, mobile banking, Smart Card, Telephone Banking, Automated Teller Machine (ATM). Domestic.
- You may initiate, roll-over/reinvest on our behalf any monies standing to the credit of our account in any one of your investment securities until contrary instructions are given by us provided that you shall honour on demand all cheques Issued by us if there are sufficient funds in our account to cover the value of the cheques.
- 9. We agree that you may at your absolute discretion close at anytime our account(s) with you giving seven (7) days notice in writing to us at our address for correspondence given above or such other address as may be notified from time to time by us in writing to you.
- We agree to hold you free from any responsibility for loss of hinds deposited with you due to any government order, law, tax, embargo, or other cause beyond your control.
- We agree to accept as due notification any notice of change in conditions governing the account directed

- to our last known address and to be bound by such change.
- 12. We agree to be bound by any notice of change or letter addressed to us through post to our last known address supplied by us, such delivery shall be considered duly delivered to and received by us three (3) working days after posting.
- 13. That any and all withdrawals and borrowing of money and/or other transaction hitherto had on behalf of this company with the bank are hereby ratified, confirmed and approved and that the bank may rely upon the authority by this entire resolution until the receipt by it of a certified copy of a resolution of these boards revoking or the same.
- 14. That the company hereby agrees:-
- That all fund standing to the credit of the Company's account shall be payable on demand only.
- b. That no notice which may be given to the bank by us shall be binding upon the bank until it shall have been received by the bank and sufficient time shall have elapsed thereafter to permit the bank in due course and by such means as it may deem to be appropriate to notify such of It's departments, offices, branches and correspondence as it may deem to be concerned or affected thereby.
- c. That the bank will accept no liability whatsoever for hinds handed to members of staff outside banking hours or outside the bank's premises.
- d. That it will safeguard its chequebook(s) so that unauthorized persons are unable to gain access to it. In the event of which the company's account may be debited with any consequential loss arising therefrom.
- 15. We understand that any sum standing to *the* credit of this current account shall bear interest only at the rate fixed by the bank from time to time. We further understand that any sum or sums standing to the debit of our account as a result of this overdraft position shall automatically be liable to interest changes at the rate fixed by the bank from time to time. You are authorized to debit the company's account with your usual bank charges, interest, commission etc
- 16. That the said bank be furnished with the list of the names of directors, secretary and other officers of this company and that the said bank be from time to time informed in writing of any changes, which may take place in them.
- 17. We understand and agree that you are not under obligation to honour any cheque(s) drawn on this account unless there are sufficient funds in the account to cover value of the said cheque(s) and we understand and agree that any such cheque(s) may be retuned to us unpaid.
- 18. We agree that any disagreement with entries in our Bank Statement will be made by us within 15 days of the dispatch of the Bank Statement Falling receipt by the bank of a notice or disagreement of entries with 15 days from the date of dispatch of our bank statement, it will be assumed by the bank that the statement rendered is correct.
- That these resolutions be communicated to the said bank and remain in force until rescinded by the notice

CORPORATE ACCOUNT TERMS AND CONDITIONS (CONT'D)

thereof in writing be given to the said bank by the chairman or secretary of this company. The under mentioned documents enclosed herewith:

- Copy of Memorandum and Article of Association of the Company
- b. Certificate of incorporation (for inspection and return)
- Certificate of Exemption from using Limited (for inspection and return).
- 20. In addition to any general lien or similar right to which you as bankers may be entitled to by law you may at any time and without notice to us combine or consolidate at or any other account(s) with the liabilities to you and set off or transfer any sum standing to the credit of any one or more of such account(s) or any other credit, cheques, valuable deposits, securities negotiable instruments or other assets belonging to us with you in or towards satisfaction of any of our Labilities to you or in any other respect whether such liabilities are present or future, be actual or contingent, primary or collateral, several or joint.
- 21. We agree that the bank shall have the right to off-set any sum credited to this company's account or any of its other account with the bank, against any sum owed to the bank by this company either alone or- jointly with any other person or persons, company or companies on any account or against any sum owed to the bank by this company as a result of this company being Surety or Guarantor to some other person or persons. company or companies.
- 22. The persons, whose signatures appear below, have been duly authorized to mandate the opening of the account. The Information provided for the opening of this account is true and correct in all matter of respect.
- 23. We are fully aware that funds transfer instructions in this account shall by our letter duly signed according to mandate and we hereby acknowledge that the use of facsimile, untested telexes, photocopied/scanned letter, electronic mail(s) (on letterhead or otherwise)

- or other such unsecured means of communication to convey instructions for funds transfers or any other such instructions not backed by duly signed original letter from us that will lead to the debit or credit as the case may be, of our account is associated with additional risks or fraud exposure.
- 24. In consideration of you accepting and acting upon any such instructions, communications and documents, by facsimile, untested telexes, photocopied/scanned letter, electronic mail(s) (on letterhead or otherwise) or other such unsecured means of communication according to our duly signed letter, we hereby irrevocably undertake to indemnify you and hold harmless from and against all cost (including but without limitation to legal fees and expenses, claims, losses, liabilities, damages, e.t.c
- 25. Furthermore, we hereby irrevocably and unconditionally release you from all liability, loss and damages in the event that any untested telexes or facsimile transmission, electronic mail or photocopied/scanned letter is not acted upon or is mutilated, illegible or interrupted, duplicated, incomplete, unauthorized or delayed for any reason.
- 26. You are authorized to exercise absolute discretion, for any reason whatsoever to act or not to act upon instruction(s) received by facsimile, untested telexes, photocopied/scanned letter, electronic mail(s) (on letterhead or otherwise) unaccompanied by a duly signed original letter of instruction issued by us and/or to refuse verification of documents received by such means.
- 27. Also in consideration of your acceptance of third party cheques and/or drafts from time to time, at your request, we hereby irrevocably undertake that we shall fully indemnify you against the losses, expenses, costs and damages or otherwise, that may occur as a result of the acceptance of the said third party cheques and/or drafts.
- 28. We are not averse to you making statutory returns/reports to relevant government agencies.

Director's Signature/Date		Secretary's Signature/Date
	AFFIX COMPANY SEAL HERE	

FOR BANK USE ONLY	
ACCOUNT OPENING AUTHORISED/APPROVED BY	
ACCOUNT OFENING AUTHORISED/AFFROVED BY	
NAME:	NAME:
GRADE: STAFF NO:	GRADE: STAFF NO:
SIGNATURE:	SIGNATURE:
DATE: DDMMYYYYY	DATE: DD MM Y Y Y
	DAL. DEMINITED IN
AUTHENTICATION FOR POLITICALLY EXPOSED PERSONS (SIGNATO	DRY/DIRECTOR/SOLE PROPRIETOR)
	NO IF YES, PLEASE COMPLETE RELEVANT PEP APPROVAL FORM.
IS THE APPLICANT A POLITICALLY EXPOSED PERSON? YES A. ACCOUNT OPENED BY	NO IF 1ES, FLEASE COMFLETE RELEVANT FEF AFFROVAL FORM.
NAME:	NAME:
GRADE: STAFF N°:	GRADE: STAFF N°:
SIGNATURE:	SIGNATURE:
DATE:	DATE:
NAME:	NAME:
GRADE: STAFF N°:	GRADE: STAFF N°:
SIGNATURE:	SIGNATURE:
DATE: DDDMMMYYYYYY COMMENT(s): (ADDRESS DESCRIPTION AND RESULT FINDINGS)	DATE:
COMMENTED. PROBRESS DESCRIPTION AND RESCRIPTIONS	
DOCUMENTATION CHECKED BY:	
CSO's	
Name LIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	
Staff Number Signature	Date
ACCOUNT OPENING AUTHORISED BY:	
Name	
Staff Number Signature	Date
MIS CODES IN FLEXCUBE	
RELATIONSHIP MANAGER MIS CODES	DESCRIPTION
Customer Service Officer	CSM

FOR BANK USE ONLY

REQUIREMENT CHECKLIST

DOCUMENTS REQUIRED
ACCOUNT OPENING FORM DULY COMPLETED
2. SPECIMEN SIGNATURE CARD DULY COMPLETED
3. COPY OF CAC CERTIFICATE OF REGISTRATION
4. BOARD RESOLUTION
 5. COPY OF MEMORANDUM AND ARTICLE OF ASSOCIATION 6. (A) FORM C07 PARTICULARS OF DIRECTORS (CERTIFIED TRUE COPIES BY THE REGISTRAR OF ENTITIES AND A CERTIFICATION BY A NOTARY PUBLIC FOR FOREIGN ENTITIES)
7. (B) FORM C07 PARTICULARS OF DIRECTORS (CERTIFIED TRUE COPIES BY THE REGISTRAR OF ENTITIES AND A CERTIFICATION BY A NOTARY PUBLIC FOR FOREIGN ENTITIES)
8. FORM CAC 2.1 (APPOINTMENT)
9. PARTNERSHIP DEED/CONSTITUTION OF THE ENTITY (WHERE APPLICABLE)
10. APPROVAL LETTER (FOR GOVERNMENT AGENCY)
11. ACT/GAZETTE (FOR GOVERNMENT AGENCY) (WHERE APPLICABLE)
12. TWO (2) PASSPORT SIZED PHOTOGRAPHS OF EACH SIGNATORY TO THE ACCOUNT WITH NAME WRITTEN ON THE REVERSE SIDE
13. INTRODUCTION LETTER (WHERE APPLICABLE)
14. STATUS REPORT FROM BANKER (WHERE APPLICABLE)
15. RESIDENT PERMIT (FOR NON NIGERIANS)
16. EVIDENCE OF REGISTRATION WITH NIGERIAN INVESTMENT PROMOTION COUNCIL (NIPC) (WHERE APPLICABLE)
17. EVIDENCE OF REGISTRATION WITH SPECIAL CONTROL UNIT ON MONEY LAUNDERING (SCUML) (WHERE APPLICABLE)
18. SEARCH REPORT
19. POWER OF ATTORNEY (WHERE APPLICABLE)
20. LETTER OF INDEMNITY
21. PROOF OF COMPANY ADDRESS
22. BUSINESS PREMISES VISITATION CERTIFICATE
23. PROOF OF IDENTITY OF SIGNATORIES AND DIRECTORS/SHAREHOLDERS WHOSE NAMES APPEAR AND SIGN ACCOUNT OPENING FORM AND OTHERS WITH 5% AND ABOVE HOLDING IN THE COMPANY (PREFERRED IDENTIFICATION ARE INTERNATIONAL PASSPORT, NATIONAL DRIVER'S LICENCE, NIN, BVN, PVC)
24. PROOF OF ADDRESS OF ALL SIGNATORIES AND DIRECTORS/ OFFICERS WHOSE NAME APPEAR ON THE ACCOUNT OPENING FORM/ DOCUMENT UTILITY BILL (CERTIFIED TRUE COPY IS ACCEPTABLE IF ORIGINAL IS NOT HELD)
25. TWO COMPLETED SATISFACTORY REFERENCE FORMS
26. COPY OF THE AUDITED FINANCIAL STATEMENTS (IF APPLICABLE)
27. OTHERS (PLEASE SPECIFY)
28. TAXPAYER IDENTIFICATION N $^\circ$ (COPY OF TIN CERTIFICATE REQUIRED)
29. DULY COMPLETED PEP APPROVAL FORM (IF APPLICABLE)

