Parkway Securities Ltd.

TREC Holder of Dhaka Stock Exchange Ltd.
TREC No. 194, DP of CDBL, DP Reg. No. CDBL-DP-16
BSEC Reg. No. 3.1/DSE-194/2008/196

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Rules of BO Account opening:

Please complete all details in CAPITAL letters and never use Fluid to correct any wrong information.

List of documents are required to open a new BO account:

1. Photographs:

- 2 copies passport size photograph of **1st Applicant** *attested by the introducer.*
  [1st Applicant will also put his/her signature with full name on the over leaf part of the photograph]

- 2 copies passport size photograph of **2nd Applicant** (in case of joint account) *attested by the introducer.*
  [2nd Applicant will also put his/her signature with full name on the over leaf part of the photograph]

- 2 copies passport size photograph of **Nominee** (in case of single account) *attested by the 1st Applicant.*
  [Nominee will also put his/her signature with full name on the over leaf part of the photograph]

- 2 copies passport size photograph of nominee's **Guardian** (in case of minor) *attested by the 1st Applicant.*
  [Guardian will also put his/her signature with full name on the over leaf part of the photograph]

- 4 copies passport size photograph of **Authorized Person** (in case of Power of Attorney) *attested by the account holder(s).*
  [Authorized Person will also put his/her signature with full name on the over leaf part of the photograph]

2. Physical identity:

- Photocopy of National ID Card/Valid Passport/Valid Driving License of **1st Applicant**.
  [1st Applicant will also attest his/her own copy of identity]

- Photocopy of National ID Card/Valid Passport/Valid Driving License of **2nd Applicant** (in case of joint account).
  [2nd Applicant will also attest his/her own copy of identity]

- Photocopy of National ID Card/Valid Passport/Valid Driving License of **Nominee** (in case of single account).
  [Nominee will also attest his/her own copy of identity]

- Photocopy of Birth Registration Certificate of **Nominee** (in case of minor).
  [Account holder(s) will also attest the copy of Birth Registration Certificate of Nominee]

- Photocopy of National ID Card/Valid Passport/Valid Driving License of nominee's **Guardian** (in case of minor).
  [Guardian will also attest his/her own copy of identity]

- Photocopy of National ID Card/Valid Passport/Valid Driving License of **Authorized Person** (in case of Power of Attorney)
  [Authorized Person will also attest his/her own copy of identity]

3. Bank statement along with photocopy of a MICR cheque page:
- Photocopy of bank statement of the respective bank account of **1st Applicant** for single/ joint account; &
- Photocopy of MICR cheque page of the respective bank account of **1st Applicant** for single/ joint account.

4. TIN Certificate:
- Photocopy of TIN Certificate of **1st Applicant** for single/joint account (if any).

5. Additional requirements for NRB account:
- Photocopy of valid **passport** of the NRB Applicant including **visa page**/**work permit**;
- Photocopy of bank statement of the respective **FC Account** of NRB Applicant;
- Photocopy of bank statement of the respective **Taka Account** of NRB Applicant; &
- Power of Attorney shall be required to operate the account (photographs & identity to be required as per **Rules No. 1 & 2**).

6. Documents required for opening a corporate account:
- Complete board resolution in respect of opening & operating a BO account;
- Photographs of all authorized signatories (2 copies/each) attested duly;
- Photocopy of NID Card/Valid Passport/Driving License of all authorized signatories attested duly;
- Photocopy of valid 'Trade License' attested duly;
- Photocopy of 'Certificate of Incorporation' attested duly;
- Photocopy of RJSC certified 'Memorandum and Articles of Association' attested duly;
- Photocopy of RJSC certified 'Form-XII' attested duly;
- Photocopy of RJSC certified 'Schedule-X' attested duly;
- Photocopy of bank statement along with a photocopy of cheque page of the respective bank account; &
- Photocopy of e-TIN Certificate (if any) attested duly.