

ACCOUNT OPENING CHECKLIST (CORPORATE)	
Customer Name	
Account Number	
Account Type	Unit Trust Fund / Wholesale Fund / Private Mandate

A) DOCUMENTS (please fill up whichever is applicable)

(i) Unit Trust Fund / Wholesale Fund

No	Documents	Yes	No	N/A
1	Certificate of Incorporation (<i>Certified True Copy</i>) <ul style="list-style-type: none"> Form 9 Form 11 / Section 40, 41(1) / (2) Form 13 / Section 28 Form 20 			
2	Form 24 / Section 78 (<i>Certified True Copy</i>)			
3	Form 49 / Section 58 (<i>Certified True Copy</i>)			
4	Form 44 / Section 46(3) (<i>Certified True Copy</i>)			
5	Latest Form of Annual Return / Section 68 (<i>Certified True Copy</i>)			
6	Memorandum and Article of Association (<i>Certified True Copy</i>)			
7	Extract of Board Resolution to open / operate investment account, authorised signatories and specimen signatures (<i>Certified True Copy</i>)			
8	A copy of NRIC / Passport for ALL the authorised signatories (<i>Certified True Copy</i>)			
9	A copy of NRIC / Passport for directors (<i>Certified True Copy</i>) <i>Note: At least two (2) directors' NRIC / Passport</i>			

No	Documents	Yes	No	N/A
10	A copy of NRIC / Passport for shareholders with equity interest of more than 25% (<i>Certified True Copy</i>) <i>Note: At least two (2) shareholders' NRIC / Passport with equity interest of more than 25%.</i>			
11	Account Opening Form (<i>initial on all pages</i>)			
12	Transaction Form			
13	BO Declaration Form			
14	PDPA Notice			
15	FATCA & CRS Self-Certification Form			
16	FATCA & CRS Self-Certification Form - Controlling Person (<i>Passive NFFE/NFE or an Investment Entity located in a Non-Participating Jurisdiction and managed by another Financial Institution</i>)			
17	Suitability Assessment Form			

(ii) Private Mandate

No	Documents	Yes	No	N/A
1	Certificate of Incorporation (<i>Certified True Copy</i>) <ul style="list-style-type: none"> • Form 9 • Form 11 / Section 40, 41(1) / (2) • Form 13 / Section 28 • Form 20 			
2	Form 24 / Section 78 (<i>Certified True Copy</i>)			
3	Form 49 / Section 58 (<i>Certified True Copy</i>)			
4	Form 44 / Section 46(3) (<i>Certified True Copy</i>)			
5	Latest Form of Annual Return / Section 68 (<i>Certified True Copy</i>)			
6	Memorandum and Article of Association (<i>Certified True Copy</i>)			
7	Extract of Board Resolution to open / operate investment account, authorised signatories and specimen signatures (<i>Certified True Copy</i>)			
8	A copy of NRIC / Passport for ALL the authorised signatories (<i>Certified True Copy</i>)			
9	A copy of NRIC / Passport for directors (<i>Certified True Copy</i>) <i>Note: At least two (2) directors' NRIC / Passport</i>			
10	A copy of NRIC / Passport for shareholders with equity interest of more than 25% (<i>Certified True Copy</i>) <i>Note: At least two (2) shareholders' NRIC / Passport with equity interest of more than 25%.</i>			
11	Account Opening Form (<i>initial on all pages</i>)			
12	Transaction Form			



Berjaya Mutual Sdn Bhd
 (Formerly known as Inter-Pacific Asset Management Sdn Bhd)
 Registration No. 199001013139 (204709-U)
 West Wing, Level 13, Berjaya Times Square No. 1, Jalan Imbi, 55100 Kuala Lumpur
 Tel: 03-2117 1889 Fax: 03-2142 6029

No	Documents	Yes	No	N/A
13	PDPA Notice			
14	FATCA & CRS Self-Certification Form			
15	FATCA & CRS Self-Certification Form - Controlling Person (<i>Passive NFFE/NFE or an Investment Entity located in a Non-Participating Jurisdiction and managed by another Financial Institution</i>)			
16	Investment Management Agreement (<i>initial on all pages</i>)			

Prepared by:

 Name of CMSRL/MR/UTC:

IC number:

UTC Code:

B) FOR INTERNAL USE ONLY

No	Documents	Yes	No	N/A
1	LexisNexis Report*			
2	Customer Risk Profiling Checklist			
3	Screenshot of screening against*: <ul style="list-style-type: none"> Federal Government Gazette (Anti-Money Laundering and Anti-Terrorism Financing Order) Strategic Trades Order Other lists required by the regulators / authorities. 			
4	Account Opening Form for Trading Account (<i>Private Mandates</i>)			
5	Bursa Malaysia CDS Account Form (<i>Private Mandates</i>)			
6	Stamping for Investment Management Agreement (<i>Private Mandates</i>)			

*Guidance for name screening:

- Company director / shareholder / authorised signatory's name with alias must conduct the screening as follows:
Example: Yap Ah Kow @ Tan Ah Kow
1st screening: Yap Ah Kow @ Tan Ah Kow; 2nd screening: Yap Ah Kow; and 3rd screening: Tan Ah Kow
- Screen the Company director / shareholder / authorised signatory's name without title i.e. Datuk, Dato, Datin, Tan Sri etc.
- Screen the name of the Company, authorised signatories, directors and shareholders.

Remarks / Comments (*if any*):

Prepared by:

Checked by:

Name:

Designation:

Date:

Name:

Designation:

Date: