



FCIL First Capital Investments Limited

Know Your Customer (KYC) /Customer Due Diligence (CDD) Form

Date (DD-MM-YYYY): _____

This form is meant and adopted to obtain information/set of documents to establish the identity of the client, as required by applicable laws.

INFORMATION ABOUT THE PRINCIPLE ACCOUNT HOLDER (FILL IN BLOCK LETTERS)	
Applicant's status	<input type="checkbox"/> Individual <input type="checkbox"/> Company <input type="checkbox"/> Pension Fund <input type="checkbox"/> Provident Fund <input type="checkbox"/> Insurance Company <input type="checkbox"/> Commercial Bank <input type="checkbox"/> Modaraba <input type="checkbox"/> Non-Profit Organization <input type="checkbox"/> NBFC

Name of Applicant: _____

Registered Address: _____

Permanent Address: _____

Registration No.: _____ National Tax No.: _____ CNIC / Passport No.: _____

City: _____ Country: _____ Telephone: _____

Details of Contact Person:

Name: _____ Designation: _____

Mobile: _____ Fax: _____ Email: _____

To be filled by individuals only

Father's / Husband's Name: _____ Mother's Name: _____

Nationality: _____ Date of Birth: _____ Gender: Male Female Marital Status: _____

Name of Guardian (for minor application): _____ Relationship with Minor: _____

No. Of Dependents : _____ Highest Education : _____

Nationality Pakistani others (please specify) _____

Source of Income Salary Home Remittance Inheritance Stocks/Investments
 Self owned/Family Business (please specify) _____ Others (please specify) _____

Occupation Service Self Employment House Wife Others (please specify) _____

Client's Risk Profile High Moderate Low

Monthly Income under Rs.100,000 Under Rs.500,000 Under Rs.1,000,000 Over Rs.1,000,000

Expected Investment under Rs.100,000 Under Rs.500,000 Under Rs.1,000,000 Over Rs.1,000,000

a) Has any Financial Institution ever refused to open your account (For both Individual & Institutional Clients)?

Yes No

b) Do you hold a position in any political party/public office or hold a high profile position?

Yes No

c) Do you agree to submit source of wealth/funds to FCIL on regular basis (only applicable to clients specified in b) above)?

Yes No

d) Do you have any business relationship or transactions in/from offshore Tax Haven countries (for both Individual & Institutional Clients)?

Yes No

e) Do you deal in high value items i.e. Gold, Silver, and Diamonds etc.?

Yes No



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- f) Are you opening an account with FCIL on behalf of any other person (third party account with FCIL cannot be opened)?
 Yes No
- g) Do you belong to countries where Anti Money Laundering regulations are ignored?
 Yes No

DECLARATION AND MANDATORY DOCUMENTS

I/We ratify that the information provided in the form is correct and true. I/We have read and understood the guidelines stated and provided unaltered copies of documents required for opening of my account with FCIL.

Signature

Signature

Signature

Signature

FOR OFFICE USE ONLY					
Distributor/Facilitator Name/Code	Signature of Distributor/Facilitator	Date & Time	Form Received on (Date & Time)	Particulars verified By Name & Signature	Data Input By



FCIL First Capital Investments Limited

GUIDELINES

Individuals:

1. Copy of CNIC/ passport or attested copy of B form in case of minor
2. CDS account activity report and broker's purchase note
3. Details of Business/ Employment Proof
4. Zakat Exemption Certificate (if Applicable)
5. Guardian Certificate (if Applicable)

Partnership

1. Copy of CNIC/ Passport of all partners
2. Copy of CNIC of authorized signatories
3. List of Authorized signatories along with power of attorney
4. Resolution authorizing investments
5. Copy of latest financials of partnership

Companies (Institutional and Corporate)

1. Copy of CNIC/ Passport of all Directors
2. Audited Accounts of the Company
3. Memorandum and Article of Association
4. Board Resolution authorizing investments
5. Certificate of incorporation/ commencement of business
6. List of Authorized signatories along with copy of CNICs and power of attorneys

Clubs, Societies and Associations

1. Board/ Governing Body resolution for investment
2. Certified copy of by-laws/ rules and regulations
3. Copy of CNIC of Board members
4. Certified copy of certificate of Regulation
5. List of Authorized Signatories along with the copy of CNICs and power of attorney
6. Copy of latest financials

Trust (including, but not limited to, provident fund, gratuity fund, pension fund, mutual fund etc.)

1. Copy of CNIC of all Trustees
2. Certified copy of trust deed
3. Trustee/ Governing body resolution for investment
4. Copy of latest financials of the Trust
5. List of Authorized Signatories along with copy of CNICs and power of attorney

Executors and Administrators

1. Copy of CNIC of Executor/ Administrator

2. Certified copy of the letter of Administration

Government Entities

1. A Special Resolution/ authority endorsed by the ministry of Finance or Finance Department from concerned
2. List of Authorized Signatories
3. Copy of CNCI of authorized officer(s)
4. Resolution authorizing investment

If you need any assistance or require additional information, Please contact our representative:

First Capital Investments Limited

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