

Know Your Customer
(KYC) Form -
Corporate Customers

Open Account Update Data

Arab Jordan Investment Bank

Branch: Date:

Customer's Account No.:

Company Data				
Name in Arabic				
Name in English				
Commercial Name in Arabic				
Commercial Name in English				
Facility's Type	<input type="checkbox"/> Company	<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Cooperatives	
	<input type="checkbox"/> Charities	<input type="checkbox"/> Free Zone Company	<input type="checkbox"/> Sport Club	
	<input type="checkbox"/> Ministry / Public Institution / Government Department	<input type="checkbox"/> Embassy / Consulate	<input type="checkbox"/> Non-Profit Organizations	
	<input type="checkbox"/> Other			
Legal Form	<input type="checkbox"/> Private Joint Stock Company	<input type="checkbox"/> Public Joint Stock Company	<input type="checkbox"/> Partnership	
	<input type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Company Limited by Shares	<input type="checkbox"/> Limited Partnership Company	
	<input type="checkbox"/> Foreign Operating Company	<input type="checkbox"/> Foreign Non-Operating Company	<input type="checkbox"/> Other	
Residence Type	<input type="checkbox"/> Resident <input type="checkbox"/> Non-Resident			
Country of Residence for Non-Residents		Country of Incorporation		Country of Registration
Commercial Registration No.		Commercial Registration Date		Registration Authority
Establishment National No.				
National Number of the Owner of Sole Proprietorship				
Commercial Registration No.		Commercial Registration Date		
Profession License No.		Issuance Date of Profession License		Expiry Date of Profession License
Nationality	Active / Non-Active Nationalities			
Number of Employees	Sales Volume / Average Annual Income			
Authorized Capital	Tax Number			
Nature of Business Practiced by the Company	<input type="checkbox"/> Services	<input type="checkbox"/> Wholesale	<input type="checkbox"/> Retail Sale	<input type="checkbox"/> Industrial
	<input type="checkbox"/> Contracting and Undertakings	<input type="checkbox"/> Professional Work	<input type="checkbox"/> Import and Export	<input type="checkbox"/> Other
Company Objectives				
Parent Company's Name (if any)				
Parent Company Address				
Country		City		Area
Building Name and Number		Floor and Apartment No.		P.O. Box Number
Postal Code		E-mail Address		Website Address
Branches of the Company / Institution				
Affiliate or Related Companies / Institutions				
The Major Companies Dealt with				

Arab Jordan Investment Bank

Financial Statements (for the last fiscal year)

Annual Revenue		Annual Profits	
Assets		Equity	

Company's Address inside Jordan

Company's Address outside Jordan (if any)

Country		Country	
City		City	
Area		Area	
District		District	
Street Name and No.		Street Name and No.	
Building Name and No.		Building Name and No.	
Floor and Apartment No.		Floor and Apartment No.	
Nearest Landmark		Nearest Landmark	
P.O. Box Number		P.O. Box Number	
Postal Code		Postal Code	
Landline No.		Landline No.	
Cell Phone No.		Cell Phone No.	

Arab Jordan Investment Bank

Dealing with the Bank

Account Currency	<input type="checkbox"/> Jordanian Dinar	<input type="checkbox"/> US Dollar	<input type="checkbox"/> Euro	<input type="checkbox"/> Other:
Purpose of Opening the Account	<input type="checkbox"/> Business Transactions <input type="checkbox"/> Other:	<input type="checkbox"/> Investments	<input type="checkbox"/> Access to Facilities	<input type="checkbox"/> Deposit
Account Type	<input type="checkbox"/> Current Account	<input type="checkbox"/> Savings Account	<input type="checkbox"/> Other:	
Account's Source of Funds				
Source of Wealth				
Other Sources of Income				
Nature of expected transactions	<input type="checkbox"/> Remittances	Count		Volume in Jordanian Dinar
	<input type="checkbox"/> Cheques	Count		Volume in Jordanian Dinar
	<input type="checkbox"/> Cash	Count		Volume in Jordanian Dinar
	<input type="checkbox"/> Other:	Count		Volume in Jordanian Dinar
If the nature of transactions is 'Remittances', please fill out the following items:				
Countries expected to receive remittances from	Names of remittance senders	Nature of work of remittance senders	Volume of amounts expected to be received	
Countries expected to send remittances to	Names of remittance recipients	Nature of work of remittance recipients	Volume of amounts expected to be sent	
Are there any other accounts related to the company with the Bank? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Name	Nationality	Account Number	Branch	

Dealing with Other Banks

Bank's Name	Type of Dealing						
	<input type="checkbox"/> Deposits	<input type="checkbox"/> Facilities	<input type="checkbox"/> Cards	<input type="checkbox"/> Letters of Guarantee	<input type="checkbox"/> Letters of Credit	<input type="checkbox"/> Remittances	<input type="checkbox"/> Cheques
	<input type="checkbox"/> Deposits	<input type="checkbox"/> Facilities	<input type="checkbox"/> Cards	<input type="checkbox"/> Letters of Guarantee	<input type="checkbox"/> Letters of Credit	<input type="checkbox"/> Remittances	<input type="checkbox"/> Cheques
	<input type="checkbox"/> Deposits	<input type="checkbox"/> Facilities	<input type="checkbox"/> Cards	<input type="checkbox"/> Letters of Guarantee	<input type="checkbox"/> Letters of Credit	<input type="checkbox"/> Remittances	<input type="checkbox"/> Cheques
	<input type="checkbox"/> Deposits	<input type="checkbox"/> Facilities	<input type="checkbox"/> Cards	<input type="checkbox"/> Letters of Guarantee	<input type="checkbox"/> Letters of Credit	<input type="checkbox"/> Remittances	<input type="checkbox"/> Cheques
	<input type="checkbox"/> Deposits	<input type="checkbox"/> Facilities	<input type="checkbox"/> Cards	<input type="checkbox"/> Letters of Guarantee	<input type="checkbox"/> Letters of Credit	<input type="checkbox"/> Remittances	<input type="checkbox"/> Cheques

Arab Jordan Investment Bank

Board of Directors / Management Board

Name (1)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address				

Name (2)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address				

Name (3)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address				

Name (4)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address				

Name (5)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address				

Arab Jordan Investment Bank

Major Owners Who Own 5% or More (Influential Stakeholders)

Name (1)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address		Ownership of Shares		

Name (2)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address		Ownership of Shares		

Name (3)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address		Ownership of Shares		

Name (4)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address		Ownership of Shares		

Name (5)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address		Ownership of Shares		

Arab Jordan Investment Bank

Company's Authorized Signatories

Name (1)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address				

Name (2)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address				

Name (3)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address				

Name (4)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address				

Name (5)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address				

Arab Jordan Investment Bank

FATCA KYC Form - Corporate Customers

Section 1: If the answer to any of the following questions is (Yes), the entity is exempted from taxation. Therefore, the rest of the Form should not be filled out and the necessary and supporting documents should be provided to the Bank.

1	A non-financial foreign company directly reporting to the Internal Revenue Service (IRS)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2	A non-financial entity under liquidation or bankruptcy proceedings?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3	A company wholly owned by tax-exempt beneficiaries?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4	A non-profit or international organization?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5	An affiliate of a foreign tax-exempt organization?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6	A government entity?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
7	A pension fund?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8	A Central Bank?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
9	A sport club?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10	A charity?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
11	Embassies and other diplomatic missions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Section 2: Is the entity a U.S. company? (If any of the answers is 'Yes', the rest of the Form should not be filled out. Instead, the W-9 Form should be filled out).

Is the company a partnership, corporation, company or association, created or organized in the U.S or under the laws of the United States?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the company a United States estate (other than foreign estate) or a United States Trust?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If all the answers to the above are 'No', please move to the next section.		

* In case of U.S Entity; the W-9 Form, W9 Signature Form, and Disclosure Authorization shall be signed.

* Non-US Active Entities (Companies that undertake sole business activities) are exempted from FATCA Reporting.

* In case the company undertakes a non-business activity / passive entity, the Compliance Department should be provided with W8-BEN-E Form.

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Section 3: Is the entity classified as passive or active? If the answer to the following question is 'No', the entity is classified as 'active' and is exempt from FATCA. But if the answer is 'Yes', the entity is classified as passive, and Section 4 and W8-BEN-E Form are kindly required to be filled out.

Does more than 50% of the company's income or assets consist of one or more of the items listed below?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Please mark the selected items	<input type="checkbox"/> Interest	<input type="checkbox"/> Moral rights or fees / royalties	
	<input type="checkbox"/> Revenue shares / dividends	<input type="checkbox"/> Pensions	
	<input type="checkbox"/> Rentals	<input type="checkbox"/> Net profit resulting from transactions in commodities or currency exchange	

Section 4:

Does any of the partners and / or owners holding 10% or more of the company's capital (influential stakeholders) and / or authorized signatories of the company (non-financial institution) have US citizenship or Residency?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If the answer is 'Yes', please fill out the following fields:		

Major Shareholders / Partners

For public joint-stock companies, please complete only the data of shareholders whose shareholding is more than 10% or more of the capital. For non-joint stock companies, please complete the following fields for all partners. (In the event that one of the partners is a company, all data of individual partners whose shareholding in that company is more than 10% shall be obtained).

Names of shareholders / partners as per the personal identification documents in Arabic and English	Nationality	Shareholding %	Political / Judicial / Military Personality	Are you a US citizen?	Do you hold a US Green Card?	Are you a resident of the United States?	Are you a US taxpayer?
				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

*In case of U.S Entity; the W-9 Form, W9 Signature Form, and Disclosure Authorization shall be signed.

*Non-US Active Entities (Companies that undertake sole business activities) are exempted from FATCA Reporting.

* In case the company undertakes a non-business activity / passive entity, the Compliance Department should be provided with W8-BEN-E Form.

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Section 5: To be filled out for financial institutions only (if any of the following answers is 'Yes', the entity shall be classified as a 'financial institution', and accordingly the W-9 Form should be filled out for U.S financial institutions or W8BEN-E Form in case of non U.S financial institutions).

An institution that accepts deposits in the ordinary course banking fields or any similar business?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is a substantial portion of the institution's assets held for the account of others (custodial institutions)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the institution an insurance company with financial products or annuities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the institution a holding company or member of a group owning a financial institution?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the institution an investment company that conducts business on behalf of its clients in capital market trading, individual or group portfolios management, mutual fund and private equity fund investment and management, or collective investment vehicle management?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
The financial institution / company is kindly required to specify the FATCA Status.	<input type="checkbox"/> Participating Foreign Financial Institution	<input type="checkbox"/> Non-Participating Foreign Financial Institution
	Other, please specify:	
Please provide us with the Global Intermediary Identification Number (GIIN)		

Name of establishment (according to the certificate of registration)	
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Major Owners and Authorized Signatories

	Name	Capacity	Signature
1			
2			
3			

* In case of U.S Entity; the W-9 Form, W9 Signature Form, and Disclosure Authorization shall be signed.

* Non-US Active Entities (Companies that undertake sole business activities) are exempted from FATCA Reporting.

* In case the company undertakes a non-business activity / passive entity, the Compliance Department should be provided with W8-BEN-E Form.

Arab Jordan Investment Bank

Company's Social Media Contact Information

Website address (if any)	
E-mail address	
Do you have addresses on social networking sites?	<input type="checkbox"/> Facebook <input type="checkbox"/> LinkedIn <input type="checkbox"/> Twitter <input type="checkbox"/> Instagram
Website's username	
E-mail address	

Information of the Company's General Manager

Name (four-part name)		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Percentage		Residence Type	<input type="checkbox"/> Resident	<input type="checkbox"/> Non-Resident
Nationality		Other Nationalities		
Document Type		Document Number		
National ID Number for Jordanians		Date and Place of Birth		
Address inside Jordan				
Address outside Jordan (if any)				

Relationship with Customer

Beneficial Owner	
Relationship with account holder	

KYC form should be filled for the Beneficial Owner.

Declaration

I / We, the undersigned, certify that the above information is true and authentic to date, and the documents presented are true, correct and complete. I / We also undertake to inform the Bank of the real beneficiary of any transaction made through the company's accounts with the Bank. I / We further authorize Arab Jordan Investment Bank to disclose and share all or any information to the regulatory authorities, including all changes and updates to the information, and agree to provide any additional information / documents that may be required from the Bank. Moreover, I / We declare that money laundering operations are illegal. Therefore, I / We shall not use this account to carry out such operations. I / We also acknowledge that it is understood and agreed that the general and special terms and conditions governing accounts and banking services are binding on me / us with all terms, contents and requirements thereof.

Name: Date: Signature:

The Bank shall have the right to close the Customer's account in case the Customer refuses to sign this declaration without any legal justification, and / or has provided any false information, or failed and / or refused to satisfy any or all of the requirements referred to above.

Arab Jordan Investment Bank

For Bank Use Only

Has the Form been duly filled out by the Customer by providing all the required data?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has the Form been reviewed by branch officers? And has data been validated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does any board member belong to the 'politically exposed persons (PEPs)' category?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have the necessary administrative approvals to accept a banking relationship with a customer (for a PEP customer) been obtained?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the name of the company / authorized signatories / owners on the lists of restricted customers approved by the Bank?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the company a Special Category of Clients (SCC)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have the necessary administrative approvals to accept a banking relationship with a customer (for a SCC customer) been obtained?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

The Customer signed in my presence:

Employee's name: Employee's signature: Date: / /

Reviewed by:

Name of Customer Signature of Customer Date: / /
Service Employee: Service Employee:

Form approved by:

Name of Branch Manager: Signature of Branch Manager: Date: / /

The following documents are attached

<input type="checkbox"/> Newly certified Company Registration Certificate	<input type="checkbox"/> Identification documents of Authorized Signatories
<input type="checkbox"/> Certificate of Authorized Signatories	<input type="checkbox"/> Utility bill for the Company and each Authorized Signatory
<input type="checkbox"/> Valid Trade Name Certificate	<input type="checkbox"/> Lease Agreement
<input type="checkbox"/> Valid Profession License	<input type="checkbox"/> W8-BEN-E Form
<input type="checkbox"/> Memorandum and Articles of Association	<input type="checkbox"/> W-9 Form

For Account Maintenance Department Use Only

Notes by Account Maintenance Department:

Name and signature of Account Maintenance Department's employee:

Name and signature of Account Maintenance Department's Manager: