

MASTER MANDATE ASSOCIATIONS CLUBS AND SOCIETIES / MISCELLANEOUS

Branch Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

External Account No

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

 Internal Account No

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Title of Account

Address

Telephone Number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

 Fax No.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

E-mail Registration Number

Purpose of which the account is opened, the objectives and the areas of activities

Anticipated Volumes

Source of Income

Other connected insitutions / associates / organizations (Holdings in Percentage %)

We hereby certify that the following resolution of the was passed at a meeting held on and has been duly recorded in the munute book RESOLVED - That a Banking Account for the be opened with Seylan Bank PLC at the branch and that the bank be and is hereby empowered to honour cheques, Order for payments, Bills of Exchange and promissory Notes drawn, signed, accepted and perform all banking transactions made on behalf of the said by and to act on any instructions given by the persons so authorised with regard to any account whether in credit or overdrawn or any transaction of the said

(Name of Association / club /society) (Name of Association / club /society) (Name of Association / club /society) (Titles of members of the committee authorized to sign / operating instructions) (Name of Association / club /society)

It was also resolved that all changes that may take place from time to time in those authorised to sign be promptly advised to the bank in writting under the hands of the Chairman and Secretary for the time being. We authorise Seylan Bank PLC to open any other account in the name of our Association / Clubs / Society at a request made by all the appointed office bearers at the time of such request, using this as the source document.

Chairman of the meeting (On Rubber stamp)

Secretary (On Rubber stamp)

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Account Number

Name with official position

Signature (on the rubber stamp)

1.

Resident Non-resident

NIC / Passport

2.

Resident Non-resident

NIC / Passport

3.

Resident Non-resident

NIC / Passport

4.

Resident Non-resident

NIC / Passport

FOR BANK USE ONLY

Account Officer Analysis Code Sundry Analysis Code
Customer Type Account Type Account Opened

.....
Input by Authorised Officer Asst. Branch Manager Branch Manager Scanned by Checked by

Documents obtained

- 1. A copy of the Constitution / Rules and Conditions certified by the President and Secretary
- 2. A Certified Copy of the Resolution referred to above
- 3. Specimen Signatures of persons authorised to operate the Account
- 4. Copy of the minutes of the meeting at which the present office bearers were selected, certified by the Chairman of the meeting and secretary
- 5. A copy of the Trust Deed (for trust accounts only)
- 6. KYC Parties to business accounts (of authorised sigantories)
- 7. Other documents (please specify)