

MERCHANT AUTHORIZATION (Applicable for Proprietorship / Partnership / Limited Company)

Name:

Designation:

Authorized Signature:

Date:

Please place the Company Rubber Seal

SUPPORTING DOCUMENTS REQUIRED

Proprietorship

1. Complete Mobile POS Merchant Application (Rubber Seal should be placed with the Signature)
2. Two sets of Merchant Agreement (Rubber Seal should be placed with the Signature)
3. Photocopies of NIC/Passport or Driving License (both sides) of the Proprietor and billing proof.
4. Copy of the Certificate of Business Registration, of the Individual.
5. Account should be with Seylan Bank and in the name of the Individual.

Partnership

1. Complete Mobile POS Merchant Application (Partnership Seal should be placed and all Partners should sign)
2. Two sets of Merchant Agreement (Partnership Rubber Seal should be placed with the Signature of all the Partners)
3. Photocopies of NIC/Passport or Driving License (both sides) of all the Partners and billing proof.
4. Copy of the Certificate of Business Registration, of the Partnership.
5. Copy of the Partnership Deed
6. A Resolution authorizing the Directors to sign the Merchant Agreement in terms of the Partnership Deed.
7. Account should be with Seylan Bank and in the names of the Partners or in the name of the Institution.

Company

1. Complete Mobile POS Merchant Application (Rubber Seal should be placed and signed by the Directors according to the Board Resolution)
2. Two sets of Merchant Agreement (Emboss Seal and Rubber Seal should be placed and signed according to the Board Resolution)
3. Certificate of Incorporation. (the Companies Act, No 7 of 2007)
4. Certified copy of the Articles of Association.
5. The Board Resolution of Directors.(regarding the opening of a Merchant Account with Seylan Bank)
6. Certified copies of form No.'s 01,02,18,& 19 (Certified by a Director / Secretary of the company)
7. Certified copy of Form No. 40 (for re-registered companies only).
8. Most recent list of Directors duly certified by the Company Secretary.
9. Photocopies of NIC/Passport or Driving License (both sides) of all the Directors.
10. Account should be with Seylan Bank and in the name of the Company.

Persons who have not registered the business also can now apply for a Mobile POS

1. **Doctors**
 - Complete Merchant Application with two sets of Merchant Agreements signed.
 - Photocopies of NIC/Passport or Driving License (both sides) of the Applicant
 - Photocopies of the License and Doctors ID
 - Account should be with Seylan Bank and in the name of the Individual.
2. **Lawyers**
 - Complete Merchant Application with two sets of Merchant Agreements signed.
 - Photocopies of NIC/Passport or Driving License (both sides) of the Applicant a billing proof.
 - Photocopy of the Bar Association ID
 - Account should be with Seylan Bank and in the name of the Individual.
3. **Taxi Drivers**
 - Complete Merchant Application with two sets of Merchant Agreements signed.
 - Photocopies of NIC and Driving License (both sides) of the Applicant and billing proof.
 - Photocopies of Vehicle License and Vehicle Revenue License.
 - Account should be with Seylan Bank and in the name of the Individual.
4. **Hotels / Rest House / Etc.**
 - Complete Merchant Application with two sets of Merchant Agreements signed.
 - Photocopies of NIC/Passport or Driving License (both sides) of the Applicant.
 - Photocopy of the Sri Lanka Tourist Board License.
 - Account should be with Seylan Bank and in the name of the Individual
5. **Gem & Jewellery Dealers**
 - Complete Merchant Application with two sets of Merchant Agreements signed.
 - Photocopies of NIC/Passport or Driving License (both sides) of the Applicant.
 - Photocopy of the National Gem & Jewellery Authority's License.
 - Account should be with Seylan Bank and in the name of the Individual

Please note that all incomplete documents will be returned.

**Business Development Officers
Notes**

Acquired By:

Seylan Bank

Name:

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Designation:

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Signature:

Date:

CBA Solutions (Pvt) Ltd.

he:

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Designation:

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Signature:

Date: