

NBB UAE Corporate Account Opening Documentation Checklist (Entity-wise)

Company Type / Documents Required	Sole Proprietorship/ Individual	Limited Liability Company	Free Zone Establishment (FZE)	Free Zone Company/LLC (FZCO/ FZ LLC)	Private/Public Joint Stock Company	Partnership	Branch of Foreign Company	Social/Charitable/N on Profit Organization	Bank/FI/ Insurance	Government Related Entities (GREs)	Off-Shore Company
Business Account Opening Form	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Signature Form	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Passport copies, visa, IDs of shareholders/directors/ Authorised signatories	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Valid Trade License	YES	YES	YES	YES	YES	YES	YES	NO	YES	YES	NO
Commercial Registration	NO	YES	NO	NO	YES	YES	YES	NO	YES	YES	NO
Certificate of Incorporation/ Chamber of Commerce	NO	NO	YES	YES	NO	NO	YES	Cert of Reg	YES	YES	YES
PoA, Board Resolution/ Shareholders Resolution	NO	YES	YES	YES	YES	YES	YES	YES	NO	YES	YES
Memorandum of Association	NO	YES	NO	NO	YES	NO	YES	YES	NO	YES	YES
Details of Ultimate Beneficial Owners	NO	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Bank Reference/ Cert of Good Standing	NO	NO	NO	NO	NO	NO	NO	YES	NO	NO	YES
Free Zone Letter/ Cert of Incumbency	NO	NO	YES	YES	NO	NO	NO	NO	NO	NO	YES
Cert of H.E Min Of Labour & Social Affairs	NO	NO	NO	NO	NO	NO	NO	YES - Fund collection permit by Min of Community Dev, if applicable	NO	NO	NO
Partnership Deed/ Agreement	NO	NO	NO	NO	NO	YES	NO	NO	NO	NO	NO
CRS Form (Common Reporting Standard)	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
FATCA Form	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Tax Registration Number (VAT)	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Instructions:
1. Documents executed overseas/ by overseas authorities need to be notarized by a Notary public and attested by the Min of Foreign Affairs & UAE Embassy in country of origin. Subsequently the documents need to be attested by the UAE Min of Foreign Affairs in UAE.
2. NBB reserves the right to request for additional documents from time to time.