



Account Opening Application

(Government/Corporations/Other Government Institutions)

Date

Manager, People's Bank

Branch

Please open a Current/Savings/Fixed Deposit account as per details given below subject to the Rules and Regulations of the Bank.

For Official Use Only

Account No.

CIF No.

Data Entered By Name & Service No. Officer's Signature & Service No. Manager's Signature & Service No.

FD Receipt No.

Current A/C
 Savings A/C
 Fixed Deposit A/C
 Currency Type LKR FCY
 Product Name (If any)

Name of the Account Mailing / Postal Address

Address of the Registered Principle Place of Business Incorporated/Registered Date Registered No.

Telephone No: Fax No: Email Address:

Mode of Statement: Current A/C By Post By E-mail Savings A/C Pass Book E-Statement FD - Renewal Notice Hard Copy E-Notice only
 Required on: Daily Weekly Monthly

For Fixed Deposit Accounts Only

Amount of Deposit (In figures) (In words)

Term (In months) Please pay interest, Monthly Annually On Maturity

Automatic Renewal Yes No

IF "Yes", Renewal with Interest Renewal without Interest
 If renew without interest accruing interest should be credited to Account No.
 Bank Branch

Know Your Customer (KYC) - (Please "✓" as appropriate.)

1. **Nature and purpose of Business**

Social Service & Welfare
 Manufacturing
 Whole Sale Trading
 Retailing
 Import/ Export Services
 Professional Services
 Personal Services
 Catering / Restaurant
 Service Industry (Pls. specify)
 Others (Pls. specify)

2. **Anticipated Volumes:** Expected/Usual average volumes of deposits into the account in Rupees per month

500,000 or less
 500,001 to 1,000,000
 1,000,001 to 2,000,000
 2,000,001 and above

3. **Source of Funds**

Government Funds
 Tax Income
 Donations
 Investments
 Bank Facilities
 Others (Pls. specify)

Operating Instructions

Name in Full	Designation	NIC No.	Signature

We hereby authorize you to act on instructions given by (Please indicate operating instructions by Designations)

relating to this account and undertake to advise the Bank in writing of all changes which may take place in the conduct of the account from time to time.

"I / We affirm that the information given above is true and correct, I / We agree to act in compliance with and be bound by the terms and conditions given overleaf of this Application and terms and conditions that will be stipulated from time to time with regard to maintenance of this Account."

Signature/Signatures of authorized signatories/Head of the Institution/Government Body (affix the seal)

Terms and Conditions for Savings Accounts

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| <ol style="list-style-type: none"> 1. The operating instructions of the account given above are considered as valid until the notice of changing the instructions. 2. In case of the address changes, the relevant branch should be informed immediately. 3. Anything other than cash will not usually be collected to the savings account. 4. If the savings account passbook is lost, the bank should be informed in writing immediately. When a passbook is lost or distorted, the Bank will issue a new passbook to the account holder when satisfactory reasons are presented. It should be agreed to pay the fee determined by the Bank in a timely manner for the new pass book so issued. 5. The Bank has the sole discretion to decide the minimum balance to be maintained with a Savings account at instances where the monthly average balance of the account is less than the balance decided by the Bank from time to time as the "minimum balance". The Bank has the right to charge a monthly commission of Rs.25/- or an amount decided by the Bank from time to time. 6. Customer should agree to make the payment (fees & charges) charged by the Bank, when necessary. | <ol style="list-style-type: none"> 7. The Bank will issue a savings passbook to the account opened by the account holder. The account holder should check the computer records in the passbook before leaving the bank and be satisfied that it is correct. However, a passbook will not be issued when a customer requests an E-statement. 8. Cash payments will be made to him / her by the Bank, accepting the person who corroborates his signature and identity as the account holder by submitting the Passbook. 9. If the savings account has not been activated for 2 years, it will become dormant at the end of two years. If there is no evidence that such accounts have been active for more than 10 years after switching to the dormant category, those accounts will be reported to the Central Bank of Sri Lanka as abandoned property. 10. The Bank reserves the right to change, amend or add to the terms and conditions regarding the maintenance of this account. Customers will abide by the Terms and Conditions so changed, amended or added as soon as they take effect, whether or not they are notified. 11. Customer should agree to comply with and to be bound by the Exchange Control Regulations & Rules of the Bank governing the conduct of foreign Currency account. |
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Terms and Conditions for Current Accounts

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| <ol style="list-style-type: none"> 1. The initial deposit required for the opening of a Current Account varies with each branch. Please inquire from the Branch with which you intend to open an account for the initial deposit requirement. 2. (a) Hours of business will be as declared by the respective Branches.
(b) Interest will not be paid on the balances of the Current Accounts. 3. Charges for the cheque book will be debited to the Current Account. Further the Bank reserves the right to refuse to pay drawings in any other form other than by a cheque. In the use of cheques, customers are requested to pay careful attention to the following. <ol style="list-style-type: none"> (a) No unauthorized person shall be allowed access to Cheque Books. The Bank will not be held responsible in the event of a cheque being paid on forged signature/signatures through the negligence of the customer in handling the cheque Book/s issued to the customer or otherwise. (b) In signing cheques, the signature placed thereto should be identical with the specimen signature appearing in the specimen signature card kept with the bank. (c) In Issuing a cheque, the amount for which it is drawn should be clearly written both in words and figures using same language and should not leave any space facilitating any addition of figures or words thereafter. (d) If any alterations need to be made to a cheque, such alterations should be authorized with the full signature of the Drawer. (e) The Bank may decline to pay any cheque presented for payment which bears a date that is 06 months or more previous to the date of presentation. (f) The Branch should be notified forthwith in the event of a loss of a cheque leaf or the cheque Book issued to a customer. 4. Customers are requested to pay careful attention to the following. <ol style="list-style-type: none"> (a) Should ensure that the counterfoils or the receipts issued for each deposit made to one's account has been signed by an Authorized officer of the Bank. However this is not necessary for the computer printed receipts. (b) Bank is not bound to pay cheques against unrealized effects. 5. Customers in making withdrawals from their accounts should pay careful attention to the following. <ol style="list-style-type: none"> (a) Customers should not exceed the available balance, unless prior arrangements have been made with the Bank. | <ol style="list-style-type: none"> (b) A Customer should take into account all the cheques that have been issued but have not been presented to the bank for payment, in determining the balance available for the issuance of further cheques. (c) The Bank reserves the right to refuse payment for cheques issued in contravention of these rules and to any other rules prescribed by the Bank from time to time. 6. The Bank reserves the right to reverse credit entries related to unrealized cheques/credits of the account, when the Bank comes to know that the relevant cheque deposits/credits have not been realized/erroneously credited. 7. The Bank will furnish to each current account holder a monthly statement of account. The statement should be carefully checked on receipt and any error or discrepancy brought to the notice of the Bank within 14 days on receipt of the statement. 8. The Bank will charge commissions, fees and charges as and when necessary. Commission will also be charged on every cheque being dishonored due to insufficient balance in account and also on cheque payments which are stopped by the account holder by a written request. The Bank will record written instructions received from a Drawer to stop payment of a cheque. However in a situation other than the above, Bank shall not undertake any responsibility in case such instructions are not carried out. 9. The Bank reserves to itself the right of altering, amending or adding to these terms and conditions, and such altered, amended or added terms and conditions shall immediately on their coming in to force, be deemed to be binding on all customers whether or not they have received notice. 10. The relevant Branch should be immediately informed in the event of any change in your postal address email address and contact number. 11. Customer should agree to comply with and to be bound by the Exchange Control Regulations & Rules of the Bank governing the conduct of foreign Currency account. 12. If the current account has not been activated for 1 year, it will become dormant at the end of one year. If there is no evidence that such accounts have been activated for more than 10 years after switching to the dormant category, those accounts will be reported to the Central Bank of Sri Lanka as abandoned property. |
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Terms and Conditions for Fixed Deposit Accounts

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| <ol style="list-style-type: none"> 1. Bank has the authority to renew the Fixed Deposit with / without interest for the time ahead at the discretion of the Bank and as per the instructions of the Depositor, subject to the conditions (including rate of interest) stipulated by the Bank from time to time, in case written instructions have not been issued by the Depositors in a manner that differs from the instructions given at the time of opening the Account, at least 07 days before the period of the Deposit expires. 2. In the event of withdrawing the deposit before the end of the contracted period by the depositor/s is/are understood that the depositor/s will be paid interest only at the lower rate prescribed by the People's Bank for deposits withdrawn before the end of the term of the deposit and the Bank shall have the right to deduct whatever interest paid in excess, consequent to drawing the interest monthly at the higher rate agreed upon for the full term from the principal amount of the deposit or any balance interest payable at the time of such withdrawal. | <ol style="list-style-type: none"> 3. Loss of a fixed deposit receipt should be notified immediately to the Bank in writing. 4. Customer should agree to comply with and to be bound by the exchange control regulations & rules of the Bank governing the conduct of foreign currency accounts. 5. The relevant branch should be immediately informed in the event of any change in your postal/email address. |
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