DECLARATION

I/WE HEREBY APPLY FOR THE OPENING OF ACCOUNT(S) WITH HFC BANK. I UNDERSTAND THAT THE INFORMATION GIVEN HEREIN AND THE DOCUMENTS SUPPLIED ARE THE BASIS FOR OPENING SUCH ACCOUNT(S) AND I/WE THEREFORE WARRANT THAT SUCH INFORMATION IS CORRECT.

I/WE FURTHER UNDERTAKE TO INDEMNIFY THE BANK FOR ANY LOSS SUFFERED AS A RESULT OF ANY FALSE INFORMATION OR ERROR IN THE INFORMATION PROVIDED TO THE BANK.

DISCLOSURE TO CREDIT REFERENCE BUREAUS

THE BANK WILL OBTAIN INFORMATION ABOUT YOU FROM THE CREDIT REFERENCE BUREAUS TO CHECK YOUR CREDIT STATUS AND IDENTITY. THE BUREAUS WILL RECORD OUR ENQUIRIES WHICH MAY BE SEEN BY OTHER INSTITUTIONS THAT MAKE THEIR OWN CREDIT ENQUIRIES ABOUT YOU.

THE BANK SHALL ALSO DISCLOSE YOUR CREDIT TRANSACTIONS TO CREDIT REFERENCE BUREAUS IN ACCORDANCE WITH THE CREDIT REPORTING ACT, 2007 (ACT 726).

NAME

SIGNATURE

DATE D D M M Y Y Y Y

(THIS SHOULD BE ADOPTED WHERE THE APPLICANT IS NOT LITERATE OR IS BLIND AND THE FORM IS READ TO HIM OR HER BY A THIRD PARTY

I AGREE TO ABIDE BY THE CONTENT OF THIS AGREEMENT AND ACKNOWLEDGE THAT IT HAS BEEN TRULY AND AUDIBLY READ OVER AND EXPLAINED TO ME BY AN INTERPRETER.

MARK OF CUSTOMER/ THUMBPRINT/SIGNATURE

MARK OF INTERPRETER THUMBPRINT/SIGNATURE

DATE D D M M Y Y Y Y

NAME & ADDRESS OF INTERPRETER

LANGUAGE OF INTERPRETATION

APPLICATION TO OPEN AN ACCOUNT

INDIVIDUAL / SOLE PROPRIETORSHIP

hfc bank
A Subsidiary of Republic Financial Holdings Limited

BRANCH:

ACCOUNT TYPE ☐ SAVINGS ☐ CURRENT ☐ OTHERS PLEASE SPECIFY

ACCOUNT(S) *(For official use only)*

CURRENCY TYPE: GHS ¢ | USD $ | GBP £ | EUR €

PURPOSE OF ACCOUNT (1)

Affix Passport Photograph Here

PERSONAL INFORMATION (1)

TITLE

SURNAME

FIRST NAME

MIDDLE NAME

MAIDEN NAME (IF APPLICABLE)

MARITAL STATUS (PLEASE TICK AS APPROPRIATE) SINGLE ☐ MARRIED ☐ OTHERS (PLS SPECIFY) GENDER ☐ M ☐ F

PLACE OF BIRTH

DATE OF BIRTH D D M M Y Y Y Y

MOTHER'S MAIDEN NAME

NATIONALITY

COUNTRY OF RESIDENCE

COUNTRY OF ORIGIN

RESIDENT PERMIT NO.

PERMIT ISSUE DATE D D M M Y Y Y Y

PERMIT EXPIRING DATE D D M M Y Y Y Y

PLACE OF ISSUE

HOMETOWN

PROFESSION / OCCUPATION

SSNIT NO.

CONTACT DETAILS (1)

RESIDENTIAL ADDRESS

CITY / TOWN

NEAREST LANDMARK

ZIP CODE

PROOF OF ADDRESS (INDICATE TYPE AND SERIAL NUMBER.)

MOBILE NUMBER

HOME TEL. / LANDLINES NUMBER

METROPOLITAN, MUNICIPAL DISTRICT ASSEMBLY AREA (MMDA)

EMAIL ADDRESS

MAILING ADDRESS

VALID MEANS OF IDENTIFICATION (1)

☐ NATIONAL ID CARD ☐ DRIVER'S LICENCE ☐ PASSPORT ☐ VOTER'S ID ☐ HEALTH INSURANCE CARD ☐ COUNTRY OF ISSUE

ID NUMBER

ID ISSUE DATE D D M M Y Y Y Y

ID EXPIRY DATE D D M M Y Y Y Y

EMPLOYMENT DETAILS (1)

EMPLOYED ☐ SELF EMPLOYED ☐ UNEMPLOYED ☐ RETIRED ☐ STUDENT ☐ OTHERS (PLS SPECIFY)

LENGTH OF PERIOD WITH CURRENT EMPLOYER

EXPECTED INCOME

MONTHLY SALARY ☐ LESS THAN GH¢ 1,000 ☐ GH¢1,001 – 5,000 ☐ GH¢5001 – 10,000 ☐ MORE THAN GH¢10,000 ☐

EMPLOYER'S NAME

EMPLOYER'S ADDRESS

DETAILS OF NEXT OF KIN (IN CASE OF EMERGENCY)(1)

NAME

RELATIONSHIP

PHONE NUMBER (1)

ALTERNATE NUMBER

ACCOUNT SERVICE(S) REQUIRED (Please tick any applicable option below)

CARD PREFERENCES

FASTCASH (ATM) CARD ☐

VISA CARD

VISA DEBIT (CLASSIC) ☐

VISA DEBIT (GOLD) ☐

VISA CREDIT ☐

VISA PREPAID ☐

ELECTRONIC BANKING PREFERENCES

(FASTNET) INTERNET BANKING ☐

FASTXT (SMS) ☐

STATEMENT PREFERENCE

EMAIL ☐

POST ☐

COLLECTION AT BRANCH ☐

TRANSACTION ALERT PREFERENCES

FASTALERT ☐

STATEMENT FREQUENCY

MONTHLY ☐

QUARTERLY ☐

SEMI-ANNUALLY ☐

ANNUALLY ☐

CHEQUE BOOK REQUISITION

OPEN CHEQUE ☐

CROSSED CHEQUE ☐

25 LEAVES ☐

50 LEAVES ☐

100 LEAVES ☐

SOLE PROPRIETORSHIP INFORMATION

BUSINESS NAME

REGISTRATION NUMBER

TAX IDENTIFICATION NUMBER

NATURE OF BUSINESS

ACCOUNTS HELD WITH OTHER BANKS

S/N	NAME AND ADDRESS OF BANK/BRANCH	ACCOUNT NAME	ACCOUNT NUMBER
1			
2			
3			

TERMS AND CONDITIONS

Please read this page carefully. It provides you with important information about your HFC Bank account(s).

A. TERMS / SCOPE

The information contained on this page together with any further instructions and conditions that may be prescribed by the bank from time to time shall constitute the terms of the agreement between the customer and HFC Bank. When this application form has been signed, it will be deemed to have been accepted as binding on the customer and the HFC Bank representative office or affiliate where the account is held.

These conditions apply to each account opened under the Account Opening Form or in any other acceptable manner.

These conditions are supplemented and / or amended for Accounts held in certain countries or territories by local conditions (the "Local Conditions"), which will be supplied to the Customer by HFC Bank and will be binding on the Customer and HFC Bank.

If there is a conflict between these conditions and any Local Conditions, the Local Conditions prevail; and if there is a conflict between these conditions or any Local Conditions and any agreement relating to a service or product provided to the Customer (a "Service"), that agreement prevails.

The Customer will provide to HFC Bank all documents and other information reasonably required by it in relation to any Account or any Service.

B. THE ACCOUNT

The Customer shall assume full responsibility for the genuineness, correctness and validity of all endorsements appearing on all cheques, orders, bills, notes, negotiable instruments, receipts or other instructions deposited into the account.

The Bank will not be responsible for any loss of funds deposited with it arising from any future Government order, law, levy, tax, embargo, moratorium, exchange restriction or any other cause beyond its control.

Your account shall be debited for any service charge that is set by the Bank from time to time.

All notices or letters will be sent to the physical, postal or electronic address supplied by you and will be considered duly delivered and received at the time it is delivered or seven days after posting.

The Bank will not be liable for funds handed over to members of its staff other than the Cashiers / Tellers in the Bank's premises with the appropriate deposit slip

Any anomaly in the entries on your Bank statements must be brought to the attention of the Bank within 30 days of the date thereof and you agree that failure to give such notice absolves the Bank from all liabilities arising thereof.

The Bank may exercise its general lien or any similar right it is entitled to including the right to combine and consolidate all or any of the Customer's accounts with the Bank, and the right to set off or transfer any sum or sums standing to the credit of any one or more of such accounts against liabilities in any other account.

C. INSTRUCTIONS

HFC Bank may rely on the authority of each person designated (in a form acceptable to HFC Bank) by the Customer to send Instructions or do any other thing until HFC Bank has received written notice or other notice acceptable to it of any change from a duly authorized person and HFC Bank has had a reasonable time to act (after which time it may rely on the change).

Each of the Customer and HFC Bank will comply with certain agreed security procedures (the "Procedures") designed to verify the origination of instructions between them such as enquiries, advices and instructions.

HFC Bank is not obliged to do anything other than what is contained in the Procedures to establish the authority or identity of the person sending an Instruction. HFC Bank is not responsible for errors or omissions made by the Customer or the duplication of any Instruction by the Customer and may act on any Instruction by reference to an account number only, even if an account name is provided. HFC Bank may act on an Instruction if it reasonably believes it contains sufficient information.

HFC Bank may decide not to act on an Instruction where it reasonably doubts its contents, authorization, origination or compliance with the Procedures and will promptly notify the Customer (by telephone if appropriate) of its decision.

If the Customer informs HFC Bank that it wishes to recall, cancel or amend an Instruction, HFC Bank will use its reasonable efforts to comply.

If HFC Bank acts on any Instruction sent by any means requiring manual intervention (such as telephone, telex, telefax, electronic mail or disks sent by messenger) then, if HFC Bank complies with the Procedures, the Customer will be responsible for any loss HFC Bank may incur in connection with that Instruction.

D. CHEQUES

The Bank is under no obligation to honour any cheque drawn on the account unless there are sufficient funds in the account to cover the value of the said cheques and such cheques may be returned unpaid.

All cheques or other orders signed by you (or either or both of you if a joint account) will be processed by the Bank and your account will be debited for such cheques whether such account is for the time being in credit or overdrawn or may become over-drawn in consequence of such debit.

The Bank may exercise its discretion in allowing withdrawals against uncleared cheque(s) where the cheques are returned unpaid thereafter, the Bank shall have the right to hold on to the returned cheque and take further action it deems appropriate to recover the value of the withdrawal from you. The Bank shall have the right whenever it deems appropriate to confirm the issuance of a cheque drawn on the Customer's current account failing which the cheque may be returned with 'Drawer's Confirmation Required' endorsed thereon.

You must ensure that your cheque book is kept in a safe place to prevent unauthorized persons from gaining access to same as failure to do this, may be a ground for any consequential loss being charged to your account.

If your cheque book gets lost, missing or stolen you must notify the Bank immediately. The Bank shall not be held liable for any unauthorized use of your cheque book where the loss or otherwise of same was not reported immediately.

HFC Bank may supply cheques, payments instruments and related materials to the Customer and the Customer will make reasonable efforts to avoid any fraud, loss, theft, misuse or dishonor in respect of them. The Customer will promptly notify HFC Bank in writing of the loss or theft of any cheque or payment instrument and will return to HFC Bank or destroy any unused cheques, payment instruments and related materials when the relevant Account is closed.

E. OVERDRAWN ACCOUNTS

Overdraft may be available to customers upon arrangement with the Bank. If you do not have such arrangement, the Bank may in its discretion, nonetheless honour a cheque even though such account may become overdrawn in consequence. In such a case, the Customer agrees to repay the overdraft within 7 days, and bear the extra fee and interest at our current rate for unauthorized borrowing for the period that the account remains in debit. If your account does not have enough cleared funds to cover an amount you want to draw, we reserve the right to return your cheque unpaid.

Where the account is in joint names, the individual persons shall be jointly and severally liable for any overdraft, loan or other credit facilities or accommodation which shall be granted on any account in such persons' joint names, together with all interest, commission and other banking charges and expenses.

The Bank reserves the right to set off any sum or sums standing to the credit of any one or more accounts against any outstanding exposures on any of your accounts.

F. STATEMENTS AND ADVICES

Statements and Advices can be delivered to the Customer either physically, by post or electronically (e-Statements or e-Alerts).

Where requested, the Bank may provide electronic Statements or SMS-Alerts or other similar service to provide information on transactions. The service is provided 'as available' and without any warranty of fitness for a specific purpose. We do not warrant that this service will always be uninterrupted, or that any information provided is accurate and current as at the time it is received. The Bank disclaims responsibility for the service provided by any network provider.

Irrespective of the channel used to deliver the statement or advice, the Customer will notify HFC Bank in writing of anything incorrect in a statement or advice promptly and in any case within thirty (30) days from the date on which the statement or advice is sent to the Customer.

G. INTEREST, FEES AND OTHER AMOUNTS

You will be liable for the payment of interest charges at the rate fixed by the Bank from time to time for any outstanding debit on your current account. Your current account may also be debited for the Bank's usual banking charges, interest, commission, etc.

Unless otherwise agreed, HFC Bank may modify at any time the rate of interest, fees or other amount applicable to any Account or Service (but subject to any legal requirement as to notice).

H. FORCE MAJEURE

Neither the Customer nor HFC Bank will be responsible for any failure to perform any of its obligations with respect to any Account if such performance would result in it being in breach of any law, regulation or other requirement of any government or other authority in accordance with which it is required to act or if its performance is prevented, hindered or delayed by a Force Majeure Event; in such case its obligations will be suspended, for so long as the force Majeure Event continues (and, in the case of HFC Bank, no other representative office or affiliate shall become liable). "Force Majeure Event" means any event due to any cause beyond the reasonable control of the relevant party, such as restrictions on convertibility or transferability, requisition, involuntary transfers, unavailability of any system, sabotage, fire, flood, explosion, acts of God, civil commotion, strikes or industrial action of any kind, riots, insurrection, war or acts of government.

I. SHARING OF INFORMATION

HFC Bank will treat information relating to the Customer as confidential, but (unless consent is prohibited by law) the Customer consents to the transfer and disclosure by HFC Bank of any information relating to the Customer to and between the representative offices, affiliates and agents of HFC Bank and third parties selected by any of them, whenever situated, for confidential use (including in connection with the provision of any Service and for data processing, statistical and risk analysis purposes).

HFC Bank and any representative office, affiliate, agent or third party may transfer and disclose any such information as required by any law, court, regulator or legal process.

J. ELECTRONIC MONITORING OR RECORDING

The Customer and HFC Bank consent to telephonic or electronic monitoring or recording for security and quality of service purposes and agree that either may produce telephonic recording or computer records as evidence in any proceedings brought in connection with these conditions or any local conditions.

K. CHANGE OF MANDATE

The customer must notify the Bank immediately of any change in the address, directors, committee members, trustees, designated members, secretaries. Any modification of change in authorized signatories must be signed in accordance with the existing mandate and accompanied by a resolution to that effect.

On the death of a joint account holder, the survivor(s) shall have full and exclusive control of all monies then standing to the credit or held by the Customer on any account or accounts in such persons' joint names

L. TERMINATION

Either party may terminate this agreement at any time (but subject to any legal requirement as to notice) by notifying the other in writing.

On closure of an Account, the termination becomes effective after any cheque drawn on the account or outstanding on it have been paid; all cheque books and cards issued to you have been sent back to the Bank; and all information and equipments supplied by HFC Bank have been returned to the Bank.

Where the Bank is terminating the agreement and your account is overdrawn, you must pay all sums outstanding on the account otherwise the Bank may take appropriate legal action for recovery.

All mandatory documentation should be completed by the Customer within three (3) months of opening the account. If you do not provide the required document within three (3) months, the account will be automatically closed after prior notice to you.

M. JURISDICTION

In relation to any account these conditions and the relevant Local Conditions are governed by the law of the country or territory in which that account is held.

N. DISCLAIMER CLAUSE

The bank disclaims liability for any funds / assets deposited by you which are subsequently found to have derived from illegal source or activities.

You confirm that the funds / assets deposited are not derived from any illegal source or activities.