

**Annex-I: Current Account Application Format**

**BDF 3**

RESERVE BANK OF INDIA  
APPLICATION FOR OPENING ACCOUNT FOR LIMITED  
COMPANIES/ASSOCIATIONS/BANKS/STATE CO-OP BANKS ETC

The Regional Director,  
Reserve Bank of India,  
-----.

Dear Sir/Madam,

Opening of Current Account in the name of

\_\_\_\_\_  
Registered Office : \_\_\_\_\_

Address : \_\_\_\_\_

We request you to open an account in your books in the name of the above mentioned Company/Association and forward herewith the following documents:

- i) \*Original Certificate of Incorporation/Registration.
  - ii) \*Original Certificate of Commencement of business (not required when) –
    - a) The Company was registered before 1913 and does not invite the public to subscribe for shares.
    - b) The Company is limited by guarantee and does not have a share capital.
  - iii) An up-to-date copy of the Memorandum and article of Association / Bye-Laws duly authenticated by the Chairman of the Board.
  - iv) True Copy of a Resolution (as per specimen on the reverse) of the Board of Directors authorising the opening of the account together with specimen of the signatures of the authorised signatories duly attested by the Chairman.
2. We agree to conduct the account in accordance with the rules and regulations prescribed by the Reserve Bank of India from time to time.

3. Please furnish us with an order/bearer cheque book with \_\_\_\_\_ forms for our use.

4. The Reserve Bank's own record of transactions maintained through computer systems or otherwise shall be accepted as conclusive and binding for all purposes unless any discrepancy is pointed out within seven days from the date of access of account by the user/account holder through the computer system or from the date of sending the statement to the account holder, whichever is earlier

Yours faithfully,

Chairman/ Chief Executive/ Managing Director

*\* Original documents are required for scrutiny & registration process only and will be returned after completion of verification process and retaining a copy of the same.*

**OFFICIALS AUTHORISED TO OPERATE ON THE ACCOUNT**

Name	Designation	Signature
1.		
2.		
3.		
4.		
5.		
<p>(FOR OFFICE USE ONLY)</p> <p>1. Signature verified by me _____</p> <p>2. Account No. _____ Opened _____</p> <p>Manager Reserve Bank of India</p>		