

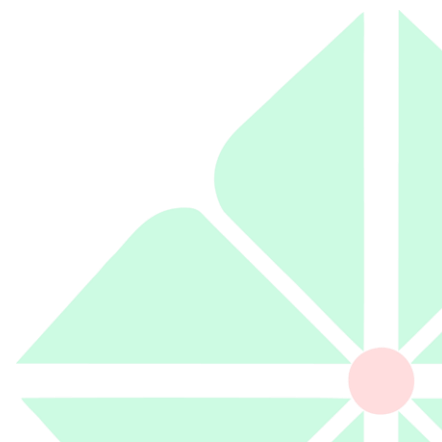
DOCUMENT CHECK LIST – CORPORATE

Senfin Application Documents

1. Senfin Application Form
2. Senfin Investment Form
3. Senfin Beneficial Ownership Form

Verification / Mandatory Documents

1. Certified copy of Certificate of Incorporation of the Company
 - a. *If company has changed its name, copy of Certificate of name change*
2. Memorandum and Articles of Association
3. Board Resolution extract authorizing investment.
 - a. *Include authorized signatory list for operation of Unit Trust Account*
4. Latest Form 20
5. Bank Statement to verify Bank details as entered in Application/ Investment Forms.
 - a. *Only Account name and No are required, rest of statement may be redacted)*
6. NIC/Passport copies of all Directors
 - a. *if Authorized Signatories are different to Directors, same will be required)*
7. Proof of address (Any form of billing proof)
 - a. *Only Account name and address are required, rest of bill may be redacted)*
8. Form 15 (Annual Return)
9. Form 13 (If any address change has occurred)



FOR OFFICE USE ONLY [CHECKLIST]

1	Senfin Application Form	
2	Senfin Investment Form	
3	Beneficial Ownership Form	
4	A Certified copy of the Certificate of incorporation of the company.	
5	If the company has changed its name, a certified copy of the Certificate of Name Change issued by the Registrar of Companies is required	
6	A certified copy of the Memorandum & Articles of Association of the company	
7	A certified extract of the Board Resolution passed by the Board of Directors to open the Unit trust account	
8	<p>If an authorized person signs (or authorized signatory list) the unit trust application form and any transactions carried out on behalf of the applicant company,</p> <p>A copy of the Power of Attorney/ Board Resolution authorizing such person to sign on behalf of the company is necessary.</p> <p>A copy of National Identity Card/Passport of such person should also be submitted.</p>	
9	A letter issued by the Company Secretary within 12 months, confirming the names, addresses, occupations and passport numbers of Directors of the company or latest Form 20.	
10	Proof of Bank account details (Current account/saving account statement/A letter from the bank or any other suitable evidence)	
11	Proof of identity of all directors	
13	Proof of address	
14	NIC/Passport Copies of the Directors / Authorized Signatories	
15	Form 20 – Latest (Notice of Change of Director / Secretary and Particulars of Director / Secretary)	
16	Form 13 – Latest if any (Address change of the company)	
17	Form 15	