

Change in Shareholding and Activity

1.	Extract of files (dated less than 3 months) bearing the seal of the Registrar of Companies (manual or electronic), signed by any gérant/administrator.	<input type="checkbox"/>
2.	A certified true copy of certificate of current standing from the relevant authorities (for foreign Sociétés) OR An extract from Companies Registry dated less than 6 months (e.g. Extrait K-Bis - for sociétés incorporated in France).	<input type="checkbox"/>
3.	A certified true copy of the Renewed/Amendment to the 'Statuts de Société' bearing the notary's seal, where applicable.	<input type="checkbox"/>
4.	A duly dated and signed 'Associé' structure (where appropriate), clearly mentioning the percentage 'apport en capital' interest held by 'associé'. The structure should go back to the ultimate beneficial owner(s). The document might be signed by either the "gérant(s)/administrator(s), an accountant or the 'sociétaire'.	<input type="checkbox"/>
5.	Letter signed by gérant(s)/administrator confirming the names of the shareholders with respective percentage shareholding interest held.	<input type="checkbox"/>
6.	A duly dated and signed business plan or certified true copy thereof, clearly detailing the business activities of the Société and including the sources and application of funds and estimated volume of inflows and outflows. The business plan may be signed by either the "gérant"/administrator, an accountant or the 'sociétaire'.	<input type="checkbox"/>
7.	A Declaration of Beneficial Ownership of entity duly signed by the gérant(s)/administrator(s) of the applicant.	<input type="checkbox"/>
8.	Form "F2064 Self Certification Form for Entities" to be signed by the gérant(s)/administrator(s) of the applicant.	<input type="checkbox"/>

Change in Signatory

1.	Resolution (original or certified true copy), giving the authority to the signatories (as well as listing the signatories' specimen signatures) for: <ul style="list-style-type: none"> the operation of the accounts; and the signing of documents. Resolution may be in the form of: <p>(a) A written resolution signed by the gérant(s)/administrator(s); or</p> <p>(b) An extract of minutes signed by any gérant(s)/administrator(s).</p>	<input type="checkbox"/>
2.	New signatory (unknown to the bank): <p>(a) Certified true copy of a valid passport or identity card with clear photographic image, bearing the individual's specimen signature.</p> <p>(b) Certified true copy of proof of current permanent residential address dated less than 3 months (e.g. a utility bill).</p> <p>(c) Original or certified true copy of the specimen signature.</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Change in Gérants/Administrators, Sociétaires holding effective interest (20% or more)

1.	Change in gérant(s)/administrator(s): (a) Certified true copy of a valid passport or identity card with clear photographic image, bearing the individual's specimen signature. (b) Certified true copy of proof of current permanent residential address dated less than 3 months (e.g. a utility bill). (c) Original or certified true copy of the specimen signature.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	Change in Sociétaires holding effective interest (20% or more): (a) Certified true copy of a valid passport or identity card with clear photographic image, bearing the individual's specimen signature. (b) Certified true copy of proof of current permanent residential address dated less than 3 months (e.g. a utility bill). (c) A letter of reference from a reputable bank or other acceptable financial institution (dated less than 3 months) or letter of authority, for non-resident/non-citizen 'sociétaire(s)'.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Change in address of the Applicant

1.	Change in registered address: (a) A certified true copy of the Notice of Registered Address bearing the seal of the Registrar of Companies. OR (b) Extract of files (dated less than 3 months) bearing the seal of the Registrar of Companies (manual or electronic), signed by any gérant/administrator. Change in mailing address: A letter signed by gérant(s)/administrator(s) notifying the bank of the change of mailing address.	<input type="checkbox"/> <input type="checkbox"/>
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