



# UNITED FINANCE LIMITED

H/O Tindhara Pathashala, Durbar Marg, Kathmandu

Date: \_\_\_\_\_

.....Branch

## PERSONAL INFORMATION FORM

Applicant's Name:

Mr./Ms.

\_\_\_\_\_

First Name

Middle Name

Last Name

Father's/Mother's

Name:

\_\_\_\_\_

First Name

Middle Name

Last Name

Grand Father's

Name:

\_\_\_\_\_

First Name

Middle Name

Last Name

Spouse's Name:

Mr./Mrs.

\_\_\_\_\_

First Name

Middle Name

Last Name

Nationality: \_\_\_\_\_ Date of Birth (DD/MM/YY) \_\_\_\_\_

Identification Document: Citizenship  Passport  Licence  Government I.D.  Card No. \_\_\_\_\_

Place of Issue: \_\_\_\_\_

Occupation:

Business

Employment

Others (Specify)

Organization Name & Address: \_\_\_\_\_

Designations: \_\_\_\_\_

Address of Residence (in full with house No. & Ward No.): \_\_\_\_\_

Nearest Landmark \_\_\_\_\_

Postal Address (if different from Address of Residence) (in full with House No. Ward No.): \_\_\_\_\_

Tel. Res.: \_\_\_\_\_ Tel. Off.: \_\_\_\_\_

Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

I here confirm that all the above mentioned information is true and correct as per my knowledge.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

### List Of Directors

S.N.	Name	Designation	Tel. No.
1.			
2.			
3.			
4.			
5.			
6.			



## ANNEX-1

### SUBMITTED DOCUMENTS FOR THE OPENING OF :

#### A. SOLE PROPRIETORSHIP ACCOUNT

- FIRM REGISTRATION CERTIFICATE
- INCOME TAX/VAT REGISTRATION CERTIFICATE
- CITIZENSHIP CARD/IDENTIFICATION DOCUMENTS
- TWO PASSPORT SIZED PHOTOGRAPHS
- POWER OF ATTORNEY GIVEN
- SPECIMEN SIGNATURE CARDS DULY BY AUTHORIZED PERSONS
- OTHERS (IF ANY)

#### B. PARTNERSHIP ACCOUNT

- FIRM REGISTRATION CERTIFICATE
- INCOME TAX/VAT REGISTRATION CERTIFICATE
- PARTNERSHIP DEED
- CITIZENSHIP CARD/IDENTIFICATION DOCUMENTS
- TWO PASSPORT SIZED PHOTOGRAPHS
- SPECIMEN SIGNATURE CARDS DULY BY AUTHORIZED PERSONS
- OTHERS (IF ANY)

#### C. LIMITED COMPANY

- REGISTRATION CERTIFICATE
- INCOME TAX/VAT REGISTRATION CERTIFICATE
- MEMORANDUM AND ARTICLES
- MINUTES OF BOARD MEETING
- LIST OF DIRECTORS
- CITIZENSHIP CARD/IDENTIFICATION DOCUMENTS
- TWO PASSPORT SIZED PHOTOGRAPHS
- SPECIMEN SIGNATURE CARDS DULY BY AUTHORIZED PERSONS
- OTHERS (IF ANY)

#### D. SOCIETY / CLUBS / ASSOCIATION

- REGISTRATION CERTIFICATE
- BY LAWS
- AFFILIATION CERTIFICATE WITH SOCIAL WELFARE COUNCIL OR OTHER COUNCILS
- MINUTES OF GOVERNING BODY'S MEETING
- LIST OF OFFICE BEARERS
- CITIZENSHIP CARD
- TWO PASSPORT SIZED PHOTOGRAPHS
- SPECIMEN SIGNATURE CARDS DULY BY AUTHORIZED PERSONS
- OTHERS (IF ANY)