

BDBL SECURITIES LIMITED

(A Subsidiary of Bangladesh Development Bank Ltd.)

Head Office : BDBL Bhaban (Level 16)

12 Karwan Bazar, Dhaka-1215

Tel : 88-02-9144171, 8144984

KYC PROFILE FORM

(Section No. '01 to 23' to be completed by the account holder)

Date:	DD	MM	YYYY
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01. Account Info:

[illegible]

02. Type of Applicant:

Please mark 'tick' (✓)

1 st Applicant	2 nd Applicant	Director	Signatory	Other (Specify)
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03. Father's Name :

04. Mother's Name :

05. Spouse's Name (if married) :

06. Nationality

07. Date of Birth :

08. Gender (Please \checkmark) : ☐ Male/ ☐ Female

09. Profession : Designation:

10. Employer Info : Employer Name:

& Address:

11. National ID : Is photocopy taken? ☐ Yes/ ☐ No

12. Passport No. (if any) : Is photocopy taken? ☐ Yes/ ☐ No

13. Driving License No. (if any) : Is photocopy taken? ☐ Yes/ ☐ No

14. TIN No. (if any) : Is photocopy taken? ☐ Yes/ ☐ No

15. VAT Reg. No. (if applicable) : Is photocopy taken? ☐ Yes/ ☐ No

16. Present Address :

17. Permanent Address :

18. Business Address :

19. Shareholding Info : Information regarding Beneficial Owner of the account (Incase of Company, information regarding controlling shareholder(s) and the sharenolder(s) holding 20% or more shares):

■ shareholding status (please✓) ☐ Director/ ☐ Shareholder

20. Contact Number : Tel : _____, Fax: _____

Mobile: _____, E-mail : _____

21. Credit Card Info (if any) :

22. Source of fund :

23. Residence Status (Please ✓) : ☐ Resident/ ☐ Non-Resident (Reason for opening

DECLARATION:

I do hereby declare that the information furnished herewith are true and correct to the best of my knowledge . Moreove, I do hereby undertake to inform you any kind of change comes therein immediately. If the said information is found false or untue or misleading or misrepresenting, I will be held liable for that. In addition, It is needed to mention that I shall be bound to give more information, which has not been mentioned herein, if it is necessary to meet the query of of regulatory authorities.

Customer's signature with name, date & Seal (For Firm/Co.):

[illegible]

Contd.



24. Purpose of the updating KYC: ☐ Opening new account / ☐ Updating old account/ ☐ Updating/changing existing info

25. Name of the account opening officer with designation:

26. What does the customer do?

Sl. No.	Nature/Type/Category	Risk Level	Risk Rating	Sl. No.	Nature/Type/Category	Risk Level	Risk Rating
01	Jewellery/Gold Business	High	5	23	Religious Institution Agent	Medium	3
02	Money Changer/Courier Service Agent	High	5	24	Entertaining Institutions/Agencies	Medium	3
03	Real Estate Agent	High	5	25	Motor Parts/Spare	Medium	3
04	Construction Promoter's of Projects	High	5	26	Tobacco & Cigarette Trade	Medium	3
05	Offshore Corporation	High	5	27	Auto Primary (New Cars)	Low	2
06	Art/Antique Dealer	High	5	28	Shop Owners (Retail)	Low	2
07	Restaurant/Bar/Night Club/Resident Hotel Owners	High	5	29	Small Trader (turnover less than Taka 50 Lac per annum)	Low	2
08	Export/Import Agent	High	5	30	Business-Agent, Franchise	Low	2
09	Cash Intensive Business (Taka 25 Lac/Month)	High	5	31	Self-Employed Professionals	Low	2
10	Share & Stock Broker	High	5	32	Self-Employed (Others)	Low	2
11	Manpower Export Business	High	5	33	Corporate Customers	Low	2
12	Operations In Multiple Locations	High	5	34	Business of House Business Materials	Low	2
13	Film Production/Distribution	High	5	35	Computer/Mobile Phone Dealer	Low	2
14	Arms Trade	High	5	36	Software Business	Low	1
15	Mobile Phone Operator	High	5	37	Manufacturers (other than Arms)	Low	1
16	Cash Intensive Business (More than Taka 1 Crore/Annual)	High	5	38	Retired from Service	Low	0
17	Travel Agent	High	5	39	Service	Low	0
18	Transport Operators	Medium	3	40	Student	Low	0
19	Auto Dealers (Reconditioned Cars)	Medium	3	40	Housewife	Low	0
20	Leasing/Finance Companies	Medium	3	42	Farmer	Low	0
21	Freight/Shipping/Cargo Agent	Medium	3	43	Other ... (Assign risk score as per type/nature/category)	Low	0
22	Insurance/Brokerage Agent	Medium	3				

27. How is the account opened?

Mode of A/C Opening	Risk Level	Risk Rating
By RM/Branch/Head Office	Low	0
Direct Reference	Medium	1
Unsolicited/Self-Motivated	High	3

28. Politically Exposed Persons (PEPs)?

- Weather approval has been obtained from senior Mgt? ☐ Yes / ☐ No
- Source of wealth:
- Face to Face meeting has taken with the Customer: ☐ Yes / ☐ No

29. How is the address verified? Please mark on one of the followings:

- Through 'Utility Bill:' / Sending Letter/Physical Visit/Other (Specify)

30. Overall Risk Assessment:

Risk Rating	Nature/Type of Risk
>=6	High
<6	Low

Comments may be given in this part regarding risk of the customer in consideration of subjective judgement:

31. When is the account related information reviewed/updated (in case of old account)?

- Date of review/update:
- Detail of the Official, who reviewed/updated the information:

Signature of the **reviewing Officer** with name, date & Seal:

Checked/verified & approved by:

A/C Opened by:	Verified by:	Approved by:
Signature of RM/Designated Officer with Name, Date & Seal	Signature of AMLCO/DGM/Manager with Name, Date & Seal	Signature of MD/CEO with Name, Date & Seal