

Account Opening Document (Vx) Checklist - Corporate Account

Vx 開戶文件核對清單 - 公司帳戶

Company incorporated in Hong Kong 香港成立公司	Company incorporated overseas 海外成立公司	Required documents 所需文件
<input type="checkbox"/>	<input type="checkbox"/>	Account Opening Form (Corporate Account) 開戶表格 (公司帳戶)
<input type="checkbox"/>	<input type="checkbox"/>	Entity Self-Certification Form 實體自我證明表格
<input type="checkbox"/>	<input type="checkbox"/>	Form W-8BEN-E 表格 W-8BEN-E
<input type="checkbox"/>	<input type="checkbox"/>	Board Resolution that specifies (1) that the Company wishes to open account at Top One and (2) the List of Authorised Signatories 公司決議註明 (一) 該公司希望於天一開立帳戶；及 (二) 授權人仕式樣清單
<input type="checkbox"/>	<input type="checkbox"/>	Ownership Structure Chart signed by Director specifying (1) all Intermediate Owners, (2) Ultimate Beneficial Owners, (3) Registration Number of all Entities in the Chart, (4) Country of Incorporation of all Entities in the Chart and (5) % of Shareholding 由董事簽署的公司架構圖列明 (一) 所有中介控股公司、(二) 最終實益擁有人、(三) 所有實體的註冊編號、(四) 註冊國家及 (五) 股權資料。
<input type="checkbox"/>	<input type="checkbox"/>	Certificate of Incorporation 公司註冊證明書
<input type="checkbox"/>	<input type="checkbox"/>	Memorandum & Articles of Association 公司組織章程
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Business Registration Certificate 商業登記證
<input type="checkbox"/>	<input type="checkbox"/>	Latest Annual Return (Form NAR1); and 最新的周年申報表 (表格 NAR1)；及 Notice of Change of Company Secretary and Director (Appointment/Cessation) (Form ND2A), if applicable 更改公司秘書及董事通知書 (委任/停任) (表格 ND2A) (如適用)
<input type="checkbox"/>	<input type="checkbox"/>	Register of Members 股東名冊
<input type="checkbox"/>	<input type="checkbox"/>	Register of Directors 董事委任名冊
<input type="checkbox"/>	<input type="checkbox"/>	Certificate of Incumbency issued within the past 6 months 職權證明書 (最近 6 個月內發出)
<input type="checkbox"/>	<input type="checkbox"/>	Identity Card AND Passport of (a) ALL Authorised Persons, (b) ALL Directors, (c) Shareholders with no less than 25% of ultimate shareholdings and (d) the Guarantor (a) 所有獲授權人仕、(b) 所有董事、(c) 直接或間接擁有不少於 25% 股權的股東及 (d) 擔保人之身份證及護照 * Hong Kong Permanent Residents are only required to provide HKID card. 香港永久居民只需要提供香港身份證。
<input type="checkbox"/>	<input type="checkbox"/>	Residential Address Proof of (a) ALL Authorised Persons, (b) ALL Directors, (c) Shareholders with no less than 25% of ultimate shareholdings and (d) the Guarantor issued within the last 3 months (a) 所有獲授權人仕、(b) 所有董事、(c) 直接或間接擁有不少於 25% 股權的股東及 (d) 擔保人之住宅地址證明 (最近 3 個月內發出)

Remarks 備註:

- The checklist is for reference purposes. Apart from the documents listed above, Top One reserves the right to request additional supporting documents at any time.
以上清單只供參考。除以上所列之文件外，天一保留於任何時間要求客戶提供額外證明文件的權利。
- The document copies shall be certified as true copies of the originals by a suitable certifier, such as a solicitor, a certified public accountant, a notary public, a member of the Hong Kong Institute of Chartered Secretaries, or any Top One's licensed representative.
有關文件必須經由適合的證明人簽證有關文件的副本為該正本的完整及真確副本。適合的證明人包括律師、執業會計師、公證人、特許秘書的會員或天一的持牌代表。
- Name of Broker: Top One Global Capital Management Limited
經紀商名稱: 天一環球資產管理有限公司
Contact: Customer Services Department
聯絡: 客戶服務部
Telephone 電話: (852) 31070725
Email 電郵: cs@toponecp.com
Website 網站: www.toponecp.com