



Branch:

Date:

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ACCOUNT OPENING FORM (Retail)
 (TO BE FILLED IN BLOCK LETTERS ONLY)

CIF ID (To be filled by Bank)

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ACCOUNT NO. (To be filled by Bank)

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ACCOUNT NAME: _____

ACCOUNT TYPE (Please tick (✓) the appropriate box or boxes & provide details wherever applicable)

CURRENT ACCOUNT & SAVINGS ACCOUNT

- | | | |
|---|---|--|
| <input type="checkbox"/> Normal Savings | <input type="checkbox"/> Drinchen Ama Savings | <input type="checkbox"/> Pension Savings |
| <input type="checkbox"/> Drinchen Ama Savings (Dratshangs & Shedras) | <input type="checkbox"/> Youth Ethics Savings | |
| <input type="checkbox"/> Group Individual Compulsory Savings (for group loans only) | <input type="checkbox"/> Current Account | |
| <input type="checkbox"/> Central Fund Account (for group loans only) | | |

TERM DEPOSIT SCHEMES (The principal/instalment amount must be deposited on the same day of account opening)

Fixed Deposit (On Maturity)

Principal Amount (in figures): Nu.

(In words): Nu.

Deposit Term:Years.....Months

Repayment Account No. (Savings):

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Source of Income:



Steady Income Plan

Principal Amount (in figures): Nu.

(In words): Nu.....

Deposit Term:Years.....Months **Source of Income:**

Interest Frequency

Monthly Quarterly Half-Yearly Yearly

Interest Credit/Repayment Account No. (Savings):

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Recurring Deposit

Instalment Amount (in figures): Nu.

(In words): Nu.....

Deposit Term:Years.....Months

Instalment Frequency Monthly Quarterly

Instalment/Repayment Account No. (Savings):

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Instalment Mode Manual Deposit Request Standing Instruction (SI)

MODE OF OPERATION (Please tick (✓) the appropriate option)

- Single Joint Any TWO Guardian (in case of minor) Power of Attorney
- Either or Survivor Anyone or Survivor

In case of Joint Account, please provide the following details (A joint holder must submit a dully filled CIF form if he/she does not hold account with BDB)

Name of Joint Holder 1:	CIF ID:	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>																			
Name of Joint Holder 2:	CIF ID:	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>																			
Name of Joint Holder 3:	CIF ID:	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>																			
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Bhutan Development Bank Limited

“Your Development Partner”

NOMINEE DETAILS (This section is to be filled only if Nominee(s) is/are required)

In the event of your death, the nominee/s recorded here shall have the absolute right to close this/these account/s and withdraw the balance lying therein, AFTER the adjustment of any outstanding with the bank.

Name	ID No.	Address	Relation to A/c Holder	% of Share

ADDITIONAL SERVICES REQUIRED (Please tick (√))

- SMS Alert
- Cheque Book

SPECIMEN SIGNATURES

For Single/Guardian/Power of Attorney Modes of Operation

Signature/Thumb Impression 1

Signature/Thumb Impression 2

Affix recently taken
passport photograph
here

Name:



For Joint Modes of Operation

Signature/Thumb Impression 1	Signature/Thumb Impression 2	Affix recently taken passport photograph here
Name (Joint Holder 1):		
Signature/Thumb Impression 1	Signature/Thumb Impression 2	Affix recently taken passport photograph here
Name (Joint Holder 2):		
Signature/Thumb Impression 1	Signature/Thumb Impression 2	Signature/Thumb Impression 1
Name (Joint Holder 3):		
Signature/Thumb Impression 1	Signature/Thumb Impression 2	Signature/Thumb Impression 1
Name (Joint Holder 4):		



TERMS AND CONDITIONS

A. General Terms & Conditions

- i) I/We agree to abide by Bhutan Development Bank’s rules in force from time to time.
- ii) In case of any wrong credit in my/our account, I/we agree to repay the same to the rightful owner/the Bank.
- iii) Bank reserves the right to lien note my/our account against the cheque/debit authority presented for payment to the Bank, recovery of non-performing assets, overdrawn accounts, disputed transaction, properties for seizure and court order.
- iv) In case of failure to update the changed contact details of mobile number and email address, the bank shall not be held responsible for siphoning (misusing) of funds from my/our account.
- v) The Bank shall reserve the right to debit my our/account towards Account Maintenance Fee for certain accounts maintained with the Bank for a financial year that is subject to revision from time to time.
- vi) I/we shall agree to pay the minimal fees to the Bank that are charged towards the additional services provided by the Bank.
- vii) The nominee/s has the absolute right to close the accounts as per the nomination details provided by the account holder after the demise of the account holder. He/she also has the right to withdraw the balances lying therein, after the adjustment of any outstanding/s with this bank & receive the balance in the account/s.
- viii) I/we shall agree to maintain a minimum balance of Nu.1, 000 in my/our Current Deposit account at all times, and in Savings account if cheque facility is availed as required by the Bank’s policy that may be subject to revision from time to time.
- ix) I/we shall be absolutely liable for any misuse of the accounts/cards opened in my/our name.
- x) In case of Minor Account, when the minor attains adulthood (18 years), the guardian/s agree to submit a consent letter to the bank stating that the account holder himself/herself can now operate the account. Also, the guardian/s to ensure that the account holder updates the KYC information with the bank along with his/her specimen signature and the latest photo before operating the account.

B. Contractual Clauses

1. Timely KYC Updates and Accurate Information Maintenance

- i) In case of any changes to my/our KYC details and any other information provided during the account on-boarding process, I/we shall agree to **promptly update** the changed details at the earliest with adequate, accurate and up to date information.
- ii) I/we **consent** the bank for the restriction of my/our account operations in case of failure to update KYC details as and when required.

2. Prohibition of Third Party Account Usage

- i) I/we **agree** to use my/our bank accounts solely for intended and lawful purposes only.
- ii) I/we **commit** not to rent, share, or allow third parties to use my/our bank accounts for whatsoever reasons.
- iii) I/we **accept full liability** for any unlawful use of my/our accounts, including but not limited to receiving, transferring, or holding illicit funds.
- iv) I/we **acknowledge** that permitting third parties to use my/our bank accounts for any reason may result in immediate account deactivation if detected by the bank.
- v) I/we **acknowledge** that any such unlawful funds may be confiscated by authorities in accordance with applicable Regulations/Laws.
- vi) I/we **understand** that breaching these terms may result in criminal prosecution or civil penalties as prescribed by Regulations/Laws.



CUSTOMER CONSENT AND DECLARATION

I/we hereby confirm that the information provided on this form is true and accurate to the best of my/our knowledge at this time and shall be fully liable if proven otherwise. If any of the details change, I/we undertake to inform the Bank promptly.

I also agree to the disclosure of my account information as required by the regulatory authority and laws of the Kingdom.

I/we have also read and understood the Terms & Conditions and also hereby agree to be bound by the rules and regulations governing the maintenance of accounts with the Bhutan Development Bank Ltd. (the Bank) in force and as amended by the Bank and / or Royal Monetary Authority and laws of the Kingdom.

Signature over
legal stamp

Name:

Place: Date:

CHECK LIST

1. A copy of valid Identification Document
2. TWO recent passport sized photographs
3. A dully completed separate CIF Opening Form (for first time on boarding)
4. For Pension Savings Account, a letter from the Pension Board mentioning all the details of the account holder and his/her children (if the account is required for a minor) is mandatory; the account will also be additionally governed by the rules framed by the board.

For Minors:

5. Census Details (Family Tree)
6. TWO recent passport sized photographs of Minor
7. TWO recent passport sized photographs and a copy of ID document of Guardian
8. CIF forms need to be filled separately for Guardian (if not done already) and Minor

FOR BANK USE ONLY

Created By (Signature):

Name:

Employee ID:

Date:

Verified By (Signature):

Name:

Employee ID:

Date: