

Client Account Opening Procedures

Non-Individual Clients (Companies and Funds ... etc) Account Opening Procedures

1) Jordanian Client:

- Authorized signatory has to sign the "Agreement" in front of an istithmar employee
- Authorized signatories have to fill and sign the "Account Opening Form" in front of an Istithmar employee.
- Presentation of a new and valid company registration certificate issued by the general companies comptroller.
- A copy of the Certificate of Authorized Signatories.
- A copy of the Jordanian Identification Card of the authorized signatories if they were Jordanian. A copy of a valid passport if Non-Jordanian.
- If possible the company's internal bylaws.
- Authorized Signatory has to sign the personal identification forms, issued by the Securities Depository Centre (SDC), after they have been officially acknowledged.

2) Non-Jordanian Client:

- Authorized signatory has to sign the "Agreement" in front of an istithmar employee.
- Authorized signatories have to fill and sign the "Account Opening Form" in front of an istithmar employee.
- Presentation of a new and valid company registration certificate issued by the general companies comptroller.
- A copy of the Certificate of Authorized Signatories
- A copy of the Jordanian Identification Card of the authorized signatories if they were Jordanian. A copy of a valid passport if Non-Jordanian.
- Providing the company's name as per the registration certificate, no just the commercial name.
- Authorized Signatory has to sign the personal identification forms, issued by the Securities Depository Centre (SDC), after they have been officially acknowledged.

Please note the importance of authenticating the documents (company registration certificate & the authorized signatories' document) from the following parties:

- 1) Ministry of Foreign Affairs of the country of residency.
- 2) Jordanian Ministry of Foreign Affairs
- 3) The Embassy of the resident's country.

Important Notice: All Documents should be signed in front of an istithmar employee. In case the client is abroad, Authentication of the signature must be presented to istithmar by a bank that has a branch in Jordan.