

Branch: _____ Date: _____

Title of Account: _____ Type of Account: Current Savings

Mailing Address: _____

Nature of Account: Individual Joint Photo Illiterate Visually Impaired Registered Alien Parda Nasheen Minor

PERSONAL INFORMATION	APPLICANT 1 (or Minor)		APPLICANT 2 (or Guardian)	
Full Name: (as per identity documents)				
Date of Birth / Place of Birth:	Date of Birth:	Place of Birth:	Date of Birth:	Place of Birth:
Father's / Husband's Name:				
Mother's Maiden Name:				
Marital Status:	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Other (specify) _____		<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Other (specify) _____	
<input type="checkbox"/> CNIC/SNIC <input type="checkbox"/> POC <input type="checkbox"/> ARC <input type="checkbox"/> NICOP <input type="checkbox"/> Passport	No.	Date of Issue:	No.	Date of Issue:
		Date of Expiry:		Date of Expiry:
Additional ID Document: <input type="checkbox"/> Pension Book <input type="checkbox"/> B-Form/ B-Certificate/ Student ID Card	No.	Date of Issue:	No.	Date of Issue:
		Date of Expiry:		Date of Expiry:
Nationality & Residence: (If more than one, please state all nationalities)	Country of Nationality:	Country of Residence:	Country of Nationality:	Country of Residence:
Permanent Residential Address:				
Mobile Telephone Number:				
Landline Telephone Number(s):	Residence:	Office:	Residence:	Office:
E-mail Address:				
Occupation:	<input type="checkbox"/> Salaried <input type="checkbox"/> Housewife <input type="checkbox"/> Other (specify) _____		<input type="checkbox"/> Salaried <input type="checkbox"/> Housewife <input type="checkbox"/> Other (specify) _____	
Source of Income:	<input type="checkbox"/> Salary <input type="checkbox"/> Remittances <input type="checkbox"/> Agriculture <input type="checkbox"/> Rental Income <input type="checkbox"/> Investment <input type="checkbox"/> Family Business <input type="checkbox"/> Other (specify) _____		<input type="checkbox"/> Salary <input type="checkbox"/> Remittances <input type="checkbox"/> Agriculture <input type="checkbox"/> Rental Income <input type="checkbox"/> Investment <input type="checkbox"/> Family Business <input type="checkbox"/> Other (specify) _____	
Purpose of Account:	<input type="checkbox"/> Receipts & Payments <input type="checkbox"/> Savings & Investments <input type="checkbox"/> Other (specify) _____		<input type="checkbox"/> Receipts & Payments <input type="checkbox"/> Savings & Investments <input type="checkbox"/> Other (specify) _____	
Expected Monthly Transactions: (Total Debit per month & Credit Balance Limit should not exceed PKR 500,000)	Expected Monthly Credits: Rs. _____		Expected Monthly Debits: Rs. _____	
Address Verification Documents:	Attached latest copies of bills: <input type="checkbox"/> Electricity <input type="checkbox"/> Gas <input type="checkbox"/> Landline Telephone <input type="checkbox"/> Credit Card			
Next of Kin:	Name:(contact for my/our whereabouts)		Address:	
	CNIC/ SNIC Number: (Optional)		Relation with Applicant:	Tel:
Request for Electronic Banking Services <small>(All Applicants Should Sign)</small>	ATM/ Debit Card: <input type="checkbox"/> Yes <input type="checkbox"/> No		ATM/ Debit Card: <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Name to Appear on ATM/ Debit Card: (Capital Letters)		Name to Appear on ATM/ Debit Card: (Capital Letters)	
	SMS Alerts: <input type="checkbox"/> Yes <input type="checkbox"/> No		Mobile No.:	Network:
	E-Statements (Monthly): <input type="checkbox"/> Yes <input type="checkbox"/> No		E-mail Address:	
	Internet Banking: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Zakat Exemption:	<input type="checkbox"/> Yes (enclose affidavit/declaration on bond paper)		<input type="checkbox"/> No <input type="checkbox"/> Non Muslim (enclose declaration on plain paper)	

I/We request you to open an account with Bank AL Habib Limited ("the Bank") as per details provided above, which I/we confirm are true and correct in all respects. I/We agree to provide any document(s) required by the Bank and to abide by the current rules and policies of the Bank for the conduct of such accounts. I/ We have received Terms and Conditions of Account, which have been read, understood and signed by me. I/We agree with these Terms and Conditions and also agree to be bound by them as amended by you from time to time. I/We agree to inform you of any changes in the information provided in this Form or in related documents. I/We solemnly declare that I/we have not been refused banking facilities by any other bank before approaching you for opening of my/our account, and that this account will be used for my/our bona fide financial transactions. I/We authorize you, until I/we give you notice in writing to the contrary, to honour and pay to the debit of my/our account all cheques, drafts and orders, all bills accepted and all instruments when signed/dorsed by me/us as specified below under "Operational Instructions" whether such account is for the time being in credit or overdrawn or becomes overdrawn by reason of such payment. I/We agree to be liable, and joint accountholders shall be jointly and severally liable, for any finances or debts due to you which you may permit on this or any other account in my/ our name. I am/We are the sole beneficial owner of this account.

I/We hereby solemnly declare that I/We am/are not involved in any criminal and money laundering activity and the funds to be deposited in my/our account are not and will not be derived from any illegal activities/sources but are and will be derived from the source of income as mentioned above.

Operational Instructions: Singly Either or Survivor Jointly Initial Deposit: _____

Cheque Book Required: Yes No Cheque Book Undertaking: I understand that this cheque book, if not collected personally within 60 days from the date of issuance, may be destroyed and charges will be collected as per Bank Policy.

All applicants should sign - Also to be used as Specimen Signature. Unused box should be marked "VOID".		FOR BANK USE ONLY	SBP Code:
Applicant 1: Name (or Minor)	Applicant 2: Name (or Guardian)	Branch Name:	Branch Code: <input type="text"/>
Signature:	Signature:	Account No.: <input type="text"/>	
		IBAN: <input type="text"/>	
		Signature Admitted By: (with Signature No.)	
		Date: _____	

TERMS AND CONDITIONS

1. Any person(s) opening or operating an account with Bank AL Habib Limited (Bank) will be deemed to have read, understood and accepted each of the Terms and Conditions of Account [set forth herein] and the applicable Schedule of Bank Charges as issued and amended from time to time by the Bank posted on the Bank's website and displayed on the notice boards of the bank's branches.
2. All accounts maintained with the Bank are governed by and subject to the policies of the Bank in force from time to time and all applicable circulars, orders, directives, rules, regulations, decrees and restrictions issued by the State Bank of Pakistan and other competent governmental and regulatory authorities in Pakistan.
3. The Account Holder should immediately advise the Bank as soon as he / she leaves the country for residence abroad. On receipt of such information the account will be re-designated as a non-resident account and all deposits and withdrawals will be subject to the State Bank of Pakistan rules and regulations applicable from time to time with regard to non-resident accounts.
4. In the absence of a contract to the contrary, the credit balance in any joint account, in the names of two or more persons will in the event of death of any one or more of the Account Holders, become payable to the survivor or survivors in terms of the mandate of the account without reference to the heirs of the deceased person or persons.
5. In case intimation of death of an individual Account Holder / receipt holder is received, operations in the account will be stopped; any withdrawal / payment will be effected to the legal heir(s), executor(s), administrator(s) or other such personal representative of the Account Holder, only on the production and in terms of a valid succession certificate / letters of probate / administration issued by a competent court of law or its equivalent.
6. In case of any dispute between joint Account Holders or upon receiving conflicting instructions from any joint Account Holder, the Bank upon receiving any such intimation / conflicting instructions, shall be entitled to stop all transactions in the joint account(s) entirely at the risk and responsibility of the Account Holders.
7. A distinctive number will be allotted by the Bank to each account / receipt which shall be quoted in all correspondence relating to the account and at the time of making deposits or withdrawals. The Bank reserves the right not to act on instructions which do not quote the said number.
8. Any change in the address of the Account Holder should immediately be communicated to the Bank in writing. The Bank shall not be liable for any direct or indirect loss or damage caused as a result of the failure of the Account Holder to send intimation in writing of a change in address. No responsibility whatsoever, shall be accepted by the Bank for delay, non-delivery of Statements of Account, letters, advices etc.
9. The Account Holder shall be liable to pay commission, and all other applicable costs and charges as required and determined / amended by the Bank from time to time in the Schedule of Bank Charges. The Bank reserves the right without prior notice to the Account Holder to debit the account for any expenses, fees, commission, markup / interest, zakat, withholding tax, stamp duty, excise duty or any other costs, charges, expenses, taxes or duties arising out of any transactions or operations in the account or dealings with the Bank or payable to the provincial or federal government as may be levied from time to time in accordance with the prevailing rules / regulations and laws and as agreed upon between the Bank and the customer, as evidenced by the customer's formal acceptance of the Banking Facility Letter.
10. The Bank reserves the right to amend and / or revise these terms and conditions from time to time. Such amendments shall be notified to the Account Holder(s) / customer(s) thirty (30) days in advance of the amendments coming into effect. Such amendments / revisions to these terms and conditions of account shall be intimated to the Account Holder(s) by means of a written notice or by display in the premises of the Bank's branch maintaining the account. The amended terms and conditions shall be deemed to have been accepted by the Account Holder(s) upon such display of the written notice containing the amendments unless the Account Holder(s) objects thereto in writing. Any objections must be received by the Bank within one (1) month from the date of notification of the amendments and if the Account Holder(s) and the Bank fail to resolve the issue within a reasonable time, either of them shall be at liberty to terminate the banking relationship. However the Bank shall be at liberty to amend the terms and conditions to comply with amendments in regulatory requirements of the State Bank of Pakistan. Wherever possible, such amendment in terms and conditions will be pre-advised to the account holder. However, there may be instances where changes in regulatory requirements are enforced at short notice. In such instances, the bank will notify customers accordingly either by means of a written notice or by display in the premises of the Bank's branch maintaining the account.
11. The Bank is authorized to make such disclosures in respect of the accounts as may be required by any court order or competent authority under the provisions of applicable laws and / or otherwise to safeguard the interests of the Bank.
12. In the event that the Account Holder is in breach of its obligations in respect of the Account, Internet Banking ID and ATM PIN, and as a result thereof, the Bank retains advocates / lawyers to enforce any of its rights or take other steps concerning the account, the Account Holder shall pay to the Bank all costs, charges, fees and expenses incidental thereto on a full indemnity basis and the Bank shall be entitled to debit the account for such costs, charges, fees and expenses.
13. The Bank shall issue periodical statements of accounts to the concerned Account Holder as per the option chosen by the customer in the AOF subject to any guidelines provided by SBP. Charges for statements of account will be levied in accordance with the Bank's published Schedule of Charges. The Account Holder will notify the Bank in writing of any error, irregularities of omissions that may be discovered, among other things, improper debits/credits with 45 days of the Bank issuing the statement. In case of failure to notify the Bank and upon expiry of such 45 days period, it will be finally and conclusively accepted between the Bank and the Account Holder(s) that the balance in the account and the transactions reflected in the account are true and correct, that the Account Holder releases the Bank, its officers, employees and agents from all claims in connection with the statement; and that the Bank may correct any erroneous posting of entries in the account and inform the Account Holder subsequently. If the erroneous posting of entries in an account impacts on the calculation of mark up payable by the customer (in case of a borrowing account) or profit payable to the customer, the bank will advise the customer accordingly.
14. **Accounts on which no transaction is done are marked "Dormant" after 1 year of inactivity. Dormancy Condition can only be removed if all Account Holder(s) visit the branch personally with identity documents as per regulatory requirements and conduct a transaction (deposit or withdrawal) on the account the same day. Accounts that remain inoperative for a period of ten years shall be classified as "unclaimed" and surrendered to SBP as per the provisions of the Banking Companies Ordinance.**
15. The Bank reserves the right to close, within 7-days of receipt by the depositor, of the Bank's written notice of account closure, any account which in its opinion is not being satisfactorily conducted / operated upon, or for any other reason whatsoever, which the Bank shall not be obliged to disclose.
16. The Account Holder shall indemnify and hold the Bank harmless at all times and from time to time from and against all losses,

TERMS AND CONDITIONS

- liabilities, damages, demands, actions, suits, proceedings, accounts, claims, costs, charges, fees and expenses that the Bank may incur, sustain or be put to including without limitation, legal fees and disbursements reasonably incurred by the Bank, arising from the Bank acting or not acting upon any instruction or information given to the Bank in accordance with these Rules. This indemnity will be in addition to any other indemnity or assurance against loss that the Account Holder may provide to the Bank.
17. The Bank may at any time(s) in its discretion and without notice assert a lien and/or exercise a right of set off on any balance outstanding to the credit of the account and apply any part thereof to reduce any indebtedness of whatsoever nature that may be owing to the Bank in name of Account Holder(s).
 18. The Bank shall not be liable in any manner whatsoever, for any direct or indirect damages, losses, costs, expenses, fees or penalties incurred or sustained by the depositor or the Account Holder, due to any delays or errors which may be caused by circumstances beyond the control of the Bank. The respective rights and obligations of the Bank, the Account Holders and the depositor in respect of the deposit, shall be subject to the laws of the Islamic Republic of Pakistan including the directives of the State Bank of Pakistan.
 19. If any clause of these Rules is found by a Court in Pakistan or any other competent governmental / regulatory authority to be void or unenforceable, that clause will be severed without affecting any other provisions of these Rules.
 20. All sums for deposit to an account should be accompanied by a deposit slip showing the name and number of the account to be credited. Acknowledgment of receipt of cash and instruments will be valid if printed by the Bank's System or signed and stamped by the Bank's Officer. The depositor should satisfy himself that the transaction is so verified on the customer's copy of the deposit slip. All cheques and other instruments should be crossed before they are paid in for credit to an account.
 21. The customer undertakes to keep any cheque books and other monetary instruments issued by the Bank safely and securely at all times. The customer shall exercise due care and prudence in order to ensure that all cheques, cheque books and monetary instruments issued by the Bank are not stolen, misappropriated or used for any unauthorized purpose. The Bank shall not be liable for any loss or liability that may occur in connection with the customer's failure to exercise proper care. In the event that cheques are stolen from or lost by any customer or forged, the customer shall immediately notify the Bank and issue stop-payment instructions to the Bank. Loss of cheque books should be immediately notified to the Bank by the customer. If the customer reports loss/ theft of a cheque book, before it has been paid, he/ she shall not be held liable for any loss or damage resulting from the payment of the relevant cheque and the Bank shall take reasonable precautions to safeguard the customer's interest. Failure to notify the Bank will automatically discharge the Bank from all responsibilities.
 22. No interest/ return/profit is paid on current accounts.
- General Rules for PLS Accounts**
23. The Bank shall determine from time to time the rate of return/profit payable on the account/deposit in accordance with the prevailing rules and regulations of the State Bank of Pakistan and the policies of the Bank which are subject to change and the Account Holder agrees to accept such rate of return / profit.
 24. The Bank would be within its rights to make investment of the credit balances / deposits in such accounts held by it in any manner at its sole discretion and to make use of the funds to the best of its judgment in the banking business under the PLS system.
 25. The profit / loss earned / incurred on such accounts will be credited / debited as determined by the Bank at its sole discretion on the basis of its net working results at the end of each half-year within a reasonable time from the date of the close of half-yearly / yearly books of accounts of the Bank under intimation to the Account Holders. In case no profit is declared by the Bank then none shall be payable to the Account Holder. In the event of the Bank declaring a loss, the Account Holder shall share in the loss pro-rata.
 26. The Account Holder will reimburse the Bank with any claims in respect of losses / charges on the basis of half yearly / yearly closing of the Bank's books of accounts as applicable to such accounts. The Bank would be within its rights to debit the account for the amount(s) of such claim/charges in settlement of the business accounts of the Bank.
 27. The method of calculating return / profit on Profit & Loss Saving Accounts will be based on average monthly balances calculated on daily balances existing between the close of business on the first and last day of the month.
 28. Return / profit on PLS Savings Accounts closed before June and December will be paid for the relevant period, at the indicative rates. All return / profit shall be of a provisional nature until finalized by the Bank.
 29. The accountholder availing of internet or electronic banking, mobile telephone banking, SMS alerts, email statements, and ATM/Debit Card (herein collectively referred to as "Services") assumes full responsibility for the confidentiality of his/her personal identification number, password, and user identification, and also for the security and safe-keeping of his/her computers, mobile telephones, and ATM/Debit Card. The accountholder acknowledges and accepts that the "Services" carry risks of delays, errors, viruses, breakdowns, interruptions, interceptions, malfunctions, non-availability, late delivery, non-delivery, mis-delivery, unauthorized access, unauthorized use, and loss of confidentiality. The account-holder shall avail of the "Services" entirely at his/her risk and responsibility, and shall not hold the Bank responsible or liable for any loss or damage that may be incurred by the account holder on account of or relating to the "Services". The account holder agrees to be bound by the terms and conditions of the "Services", issued by the Bank from time to time. By opting for email statements, the accountholder waives the requirement to send printed statements to the accountholder.
 30. All accounts will be governed by the Laws and Regulations of the Islamic Republic of Pakistan. As regards other matters, not specifically mentioned in these terms and conditions, these will be subject to prevailing Rules of the Bank.

KEY FEATURES

- i) The bank shall not refuse opening of accounts for prospective clients who meet the requirements laid out in the AML/CFT Regulations, other instructions issued by SBP from time to time and the bank's own policies.
- ii) The services rendered by bank for the opening and maintenance of current/savings accounts shall be free of charge. There shall be no condition of maintaining a minimum balance for these accounts. These instructions are applicable equally on all existing and new accounts. Similarly, no charges would be recovered by bank at the time of closing an account.
- iii) Bank shall not demand more than Rs. 5/- as an initial amount for opening of current/savings accounts.
- iv) The bank shall pay profit invariably on "Profit and loss sharing (PLS) Accounts" without any condition of minimum balance in accordance with instructions issued by SBP from time to time.

KEY FEATURES

- v) Accounts on which no transaction is done are marked Dormant as follows:
 Current Accounts - 1 Year, Saving Accounts - 1 Year.
 Dormancy Condition can only be removed if the customer visits the branch personally with Identification Documents (CNIC/SNIC/POC/ARC/NICOP or Passport) and conduct a transaction (deposit or withdrawal) on the account the same day. In case the account is jointly operated both (or all) account holders must attend.
- vi) **Those accounts that remain inoperative for a period of ten years shall be classified as "unclaimed" and surrendered to SBP as per the provisions of the Banking Companies Ordinance.**
- vii) If the account shows a zero balance for six months it can be closed.
- viii) One CNIC holder can open only one Asaan account (either single or joint) and cannot simultaneously maintain a Basic Banking Account or any other regular account.
- ix) New Account other than Asaan Account will be opened if customer require financial services for higher than below specified transaction threshold set for Asaan Account;
- | | |
|----------------------------|---------------|
| Total Debit per Month | Rs. 500,000/- |
| Total Credit Balance Limit | Rs. 500,000/- |
- x) Cross border (outward) transaction are not allowed. However, in case of Card-based accounts having international acceptance, the banks may allow international transactions subject to applicable limits.
- xi) Free Life Insurance
- Free Life Insurance Coverage for customers with following eligibility criteria:
- Claims Payable on last 90 Days of Average Balance in Customer Account
 - New Accounts Eligible After 90 Days of Opening of Account
 - Maximum Claim Payable on Accidental Death – Rs. 1 Million
 - Maximum Claim Payable on Natural Death / Permanent Disability – Rs. 0.5 Million
 - In Case of Joint Account, Any One of the Account-holders will be Covered
 - Admissible Age Limit of Claim – 18 to 60 Years

DECLARATION

I / We hereby confirm having received (i) a signed copy of my Account Opening Form and (ii) the Terms and Conditions of Account. I/We confirm having read and understood the Terms and Conditions relating to establishment and conduct of the Account, ATM/Debit Card, SMS Alert, eStatement, Internet Banking and agree to observe and be bound by them and any changes, supplements or modifications thereto that may be made by the Bank from time to time and have signed in agreement of above Terms & Conditions. I/ We further confirm that the Terms & Conditions are governed by the laws of the Islamic Republic of Pakistan and courts in Pakistan will have exclusive Jurisdiction.

Account Number:

International Banking Account No. (IBAN):

Title of Account :

 Copy Received and Accepted
 Signature of Account Holder

 Copy Received and Accepted
 Signature of Account Holder

FOR BANK USE ONLY

Account Opening Officer's Certificate: I have checked this Account Opening Form and the required documents and certify that these are in order. I also certify having verified the identity and credentials of the Applicant(s) and, where applicable, the identity of ultimate beneficiary, after having seen the original identification document(s), and having face to face interaction with the customer.

- Required Documents obtained
 Debarred List checked

Signature: _____ Signature No. _____ Date: _____

Manager's Approval:

Signature: _____ Signature No. _____ Date: _____

Photograph of person
unable to properly sign
or with shaky signature/
Photo Account

TO BE COMPLETED BY CPU

Received at CPU on: _____

Processed by: _____

Authorized by: _____

Scanned by: _____