

BusinessVantage account opening procedure

To open a BusinessVantage account, please follow the steps below:

Step 1: Complete the BusinessVantage application form, mandate and signature card(s)

Step 2: Prepare the following documents applicable to your business for submission:

(Please contact our Corporate Call Centre at (65) 6216 9008 for the equivalent documents required for businesses incorporated or registered outside of Singapore.)

Private Limited Company

- Memorandum and Articles of Association
- Current Business Profile (Company) from the Accounting & Corporate Regulatory Authority (ACRA)
- Letter of Introduction or Banker's Reference
- Certified true copy of the NRIC/Passport of Directors and authorised signatories to the account
- Certificate of Incorporation of Change of Name or Certification confirming Incorporation of Company under the New Name (for change of name of company) (if applicable)*

Partnership/Sole Proprietorship

- Current Business Profile from the Accounting & Corporate Regulatory Authority (ACRA)
- Letter of Introduction or Banker's Reference
- Certified true copy of the NRIC/Passport of Director(s) and authorised signatory(ies) to the account

Society/Club/Association

- Confirmation letter from the Registry of Societies or a copy of the relevant Government Gazette
- Constitution of the Society/Association
- Annual return listing the current office bearers
- Letter of Introduction or Banker's Reference
- Certified true copy of the NRIC/Passport of Office Bearers and authorised signatories to the account

* These certificates are issued by the Accounting & Corporate Regulatory Authority (ACRA) on request and payment of prescribed fee.

Step 3: Submit the above account opening documentation at the Commercial Banking Centre

Important points to note:

1. The minimum initial deposit to open a BusinessVantage account is **S\$30,000**. For more information on the pricing and terms and conditions of our products and services, log on to www.hsbc.com.sg/hsbc.commercial, call our Corporate Call Centre on (65) 6216 9008 or e-mail us at contact@hsbc.com.sg.
2. Under the provisions of the Deposit Insurance Act 2005, all Singapore dollar denominated deposits with HSBC held by charities will be insured by the Singapore Deposit Insurance Corporation Limited for up to S\$20,000.
3. The Introducer must have a minimum of a one-year banking relationship with HSBC. In the absence of a Letter of Introduction, the introducer must sign on the BusinessVantage application form.
4. Kindly initial on all pages of the application form and mandate.
5. All signatures (*including all authorised signatories and at least 2 directors*) are to be verified at any HSBC branch or an international bank (*preferably a member of the HSBC Group, with the Certifying Officer's name stamp and signature number*).
6. All documentation must be certified as true copies by any HSBC branch or an international bank.
7. For businesses formed/registered outside of Singapore, please call our Corporate Call Centre for any queries on the equivalent documentation required for submission.

Please submit the completed documentation at:

Commercial Banking Centre: 21 Collyer Quay, #01-01 HSBC Building, Singapore 049320
Operating hours: 9.30am to 5.00pm (*Monday to Friday*)

For assistance on your account application, please call our Corporate Call Centre on **(65) 6216 9008**, or e-mail us at **contact@hsbc.com.sg**