



འབྲུག་གོང་འཕེལ་དངུལ་ཁང་ཚད་འཛིན།  
**Bhutan Development Bank Limited**

“Your Development Partner”

Branch: .....

Date:

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

<b>CIF ID</b> (To be filled by Bank)							
<b>ACCOUNT NO.</b> (To be filled by Bank)							
<b>ACCOUNT HOLDER NAME:</b> _____							

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

**CURRENT ACCOUNT & SAVINGS ACCOUNT**

- Normal Savings   
  Drinchen Ama Savings   
  Pension Savings   
  Drinchen Ama Savings (Dratshangs & Shedras)  
 Youth Ethics Savings   
  Group Individual Compulsory Savings (for group loans only)   
  Current Account  
 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      **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

**Recurring Deposit**

**Instalment Amount** (in figures): Nu. \_\_\_\_\_ (In words): Nu.....

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

**Interest Credit/Repayment Account No. (Savings):**

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**Account Name:** \_\_\_\_\_

**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) a/c     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)

<b>Name</b>	<b>CIF ID</b>	
<b>Name</b>	<b>CIF ID</b>	
<b>Name</b>	<b>CIF ID</b>	
<b>Name</b>	<b>CIF ID</b>	

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

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

**ADDITIONAL SERVICES REQUIRED** (Please tick (✓))

- SMS Alert     Cheque Book     ePay

**CUSTOMER CONSENT AND DECLARATION**

A. GENERAL TERMS & CONDITIONS  
 i) I/We agree to abide by the Rules, Policies, Manuals of the Bank and Regulatory requirements of Bhutan Development Bank Ltd. applicable to customer identification and KYC, as amended from time to time.



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**Bhutan Development Bank Limited**

“Your Development Partner”

- 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) 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.
- v) I/we shall agree to pay the minimal fees to the Bank that are charged towards the additional services provided by the Bank.
- vi) Upon the demise of the account holder, the nominee(s) duly named by the account holder shall have the absolute right to close the account and/or withdraw any balance available, after adjustment of all outstanding liabilities, if any, with the Bank.
- vii) 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.
- viii) I/we shall be absolutely liable for any misuse of the accounts/cards opened in my/our name.
- ix) In case of minor accounts, the guardian must notify the Bank in writing when the account holder turns 18 years. The account holder must then update KYC, provide specimen signatures, and a recent passport-sized photo to operate the account.

**B. CONTRACTUAL CLAUSES:**  
**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.

**SPECIMEN SIGNATURES**

Single 1 Signature/Thumb Impression	Single 1 Signature/Thumb Impression	Affix recent passport photograph
Joint Holder 1 Signature/Thumb Impression	Joint Holder 1 Signature/Thumb Impression	Affix recent passport photograph
Joint Holder 2 Signature/Thumb Impression	Joint Holder 2 Signature/Thumb Impression	Affix recent passport photograph
Joint Holder 3 Signature/Thumb Impression	Joint Holder 3 Signature/Thumb Impression	Affix recent passport photograph

**CONSENT CLAUSE 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/Thumb Impression over Legal Stamp	Full Name: ..... Place: ..... Date: .....
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**CHECKLIST**

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|---|--|
| <ol style="list-style-type: none"> <li>1. A copy of valid Identification Document</li> <li>2. TWO recent passport sized photographs of account holder (of minor &amp; guardian, wherever applicable)</li> <li>3. A dully completed separate CIF Opening Form (for first time on boarding)</li> <li>4. For Pension Savings Account, a letter from the Pension Board mentioning all the details of the account</li> </ol> | <ol style="list-style-type: none"> <li>5. Family Tree (if minor)</li> <li>6. CIF forms need to be filled separately for Guardian (if not done already) and Minor 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.</li> </ol> |
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**FOR BANK USE ONLY**

<b>Created By (Signature):</b> ..... <b>Name:</b> ..... <b>Employee ID:</b> ..... <b>Date:</b> .....	<b>Verified By (Signature):</b> ..... <b>Name:</b> ..... <b>Employee ID:</b> ..... <b>Date:</b> .....
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