



INDIVIDUAL ACCOUNT OPENING FORM

Account Mandate(s)

Account Name: _____

Account No:

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Mandate Authorization/Combination Rule

Mandate Authorization/Combination Rule (Please tick appropriately) Sole Signatory Either to sign Both to Sign

Account Name _____
 Surname: _____
 Other Names: _____
 Class of Signatory: _____
 Identification Type: _____
 Identification No: _____

SPECIMEN
SIGNATURE

PASSPORT
PHOTOGRAPH

Print your First, Middle & Last Name at the back of your passport

Account Name _____
 Surname: _____
 Other Names: _____
 Class of Signatory: _____
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- 12. I/We hereby indemnify Nova Bank Limited against any loss, damages, or claims that may arise on the account due to any falsehood, inaccuracy of any statement or information, or misrepresentation made to the Bank.
- 13. I/We hereby authorize the Nova Bank Limited to debit our account for any malicious or frivolous claims, suits, or garnishee/Mareva orders brought against the Bank in relation to our account, that require the Bank to seek legal representation.
- 14. I/We hereby grant NOVA Bank Limited the consent/authority to create an account on my/our behalf and process my/our data in line with Nova Bank Privacy Policy (<https://www.novabank.ng/privacy-policy/>) and the Nigeria Data Protection Act (NDPA). I/we am/are also aware that I/we can withdraw my/our consent at any time.
- 15. I/We would like to receive updates, offers, promotional materials, and marketing communications from Nova Bank Limited by email, text messages, or phone calls.

Declaration

INFORMATION CONFIRMATION

I/We hereby apply for the opening of an account or accounts with _____NOVA Bank. I/We understand that the information given herein, and the document presented are the basis for opening such account(s) and hereby warrant that such information is correct.

I/We further undertake to indemnify the Bank for any loss suffered as a result of any false information or error in the information provided to the bank.

By signing this document, you have agreed to the general electronic banking and general data protection regulation (NDPR & GDPR) terms and conditions for account opening contained on our website: <https://www.novabank.ng/>

Surname _____

Surname _____

Other names: _____

Other names: _____

Authorized Signatory _____ Date:

D	D	M	M	Y	Y
---	---	---	---	---	---

Authorized Signatory _____ Date:

D	D	M	M	Y	Y
---	---	---	---	---	---

ACCOUNT OPENED BY							
NAME _____							
DATE <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td></tr></table>	D	D	M	M	Y	Y	SIGNATURE _____
D	D	M	M	Y	Y		

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NAME _____							
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D	D	M	M	Y	Y		

FOR BANK USE ONLY

KYC- DESCRIPTION TO THE ADDRESS

(Please indicate road/street leading to the address, type & colour of the property, the existence of the person/business)

Account opening Authorization by:

Staff ID:

Surname _____

Other Name _____

Signature

Deferred/Waiver of Documents (if any) Authorized By

Staff ID:

Surname _____

Other Name _____

Signature

Account opening approved by:

Staff ID:

Surname _____

Other Name _____

Signature

Deferred/Waiver of Documents (if any) Authorized By

Staff ID:

Surname _____

Other Name _____

Signature

Document Requirements Checklist

	Checked	Deferred	Waived	N/A
1. Duly completed Account Opening Form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Duly completed Specimen Signature Card	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. One (1) passport-sized photograph of each signatory Full names written on the reverse.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Introduction Letter (where applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Resident Permit (for Non-Nigerians)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Power of Attorney (where applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Proof of (original or true certified copy acceptable) Lease Agreement, PHCN, LAWMA, Water Corporation, Fixed Telephony Services Bill, Etc	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Two (2) Satisfactorily Completed Reference Forms (For Current Account)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Letter of Indemnity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Other Documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

List Please _____

REFERENCE FORM

Account Number (For Bank Use Only) _____

Date

D	D	M	M	Y	Y
---	---	---	---	---	---

Caution: It is dangerous to introduce any individual not well known to you.

Referee's Bank Verification Number (BVN)/ National Identification Number (NIN) _____
(Optional)

Name of Referee _____

Address _____

To: **NOVA Bank**

Dear Sir,

Name of Applicant _____

The above named individual/company wishes to open a current account with you. He/She/They is/are well known to me/us and I/We consider him/her/them suitable to maintain this account with you.

Referee's Bank _____ Branch _____

Referee's Account Number _____

Referee's Account Name _____

Referee's Signature

Date

D	D	M	M	Y	Y
---	---	---	---	---	---



REFERENCE FORM

Account Number (For Bank Use Only) _____

Date

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Referee's Account Name _____

Referee's Signature

Date

D	D	M	M	Y	Y
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