

**APPLICATION TO OPEN A 100/ 200/ 300/ 400/ 500 DAYS  
FIXED DEPOSIT ACCOUNT FOR A SOCIETY, CLUB AND ASSOCIATION**



The Manager  
Commercial Bank of Ceylon PLC

(Branch Name)

**FOR OFFICE USE ONLY**

Date (DD/MM/YYYY):

Account No:

Currency:

Branch No:

Officer No:

Manager's Intl:

The Committee of the (\*)   
request you to open a FIXED DEPOSIT Account in the name of (\*)   
 in pursuance of this request, I hand you here with (\*) Insert name of Society, Club of Association

1. Copy of the Rules certified by the President & Secretary
2. Certified copy of a Resolution of the committee (format given overleaf)
3. Certified copies of the Minutes of the meeting at which the preset office-bearers were elected.
4. Specimen signatures.

(CIF No  for office use only)

Name

Address

Phone No (Office)  Fax No (Office)

Registration No  Purpose of the organisation (Please Specify)

Date of Registration (DD/MM/YYYY)  Existing account Nos (if any)

E-mail

**Office Bearers**

	Full Name	Designation	Signature	CIF No- (For office use only)
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

i. Amount (in figures)  (in words)

ii. Period  Days iii. Source of funds - Debit A/C No.

iv. Please renew the deposit exclusive/ inclusive of interest for a similar period until further notice. Please credit the interest at maturity to account no.

Received Certificate No.

**Signature (President/ Treasurer/ Secretary)**

**RULES**

- (a) The Bank is under no obligation to release the deposit or any part of it before the maturity of the deposit. If for any reason a premature withdrawal is allowed by the Bank, a penal interest rate shall be applicable on such withdrawals.
- (b) The proceeds of the fixed deposits will not be released until the fixed deposit receipt is duly discharged and surrendered to the Bank.
- (c) Unless written instructions to the contrary are received by the Bank at least 7 days before the date of maturity of the deposit, the Bank shall have the discretion to renew the fixed deposit for a similar period in terms of (d) below.
- (d) All renewals of fixed deposit will be at rates of interest in force at the time of such renewal.
- (e) Details of the complaint handling mechanism of the Bank and alternate procedures can be obtained by inquiry from branches; in the Digital Signage panels installed at Branches and accessing the Bank's Corporate Website.
- (f) I/ We agree that as part of the Bank's contractual obligation to provide the necessary services along with Bank's desire to optimize the usage of the IT infrastructure of the Bank, the Bank may from time to time utilize information system infrastructure managed or owned by reputed third party service providers that may be located within or outside Sri Lanka. I/ We acknowledge and agree that the Bank may share my/ our data with such service providers for hosting and processing information systems.
- (g) Fees & Charges relating to Fixed Deposits are published on the Bank's web site which could also be obtained from any branch.

01.   
**Signature**

02.   
**Signature**

03.   
**Signature**

04.   
**Signature**

05.   
**Signature**

**For office use only**

KYC docs obtained

	Initial	EMP No.		Initial	EMP No.		Initial	EMP No.
<b>Input by</b>			<b>Checked by</b>			<b>Scanned by</b>		

**The resolution referred to in item 2 above**

We hereby certify that the following resolution of the (\*) .....was passed at a meeting of the (\*\*) .....held on the ..... and has been duly recorded in the Minute Book.

**Resolved : That**

- (a) A banking account for the (\*) ..... be opened with the Commercial Bank of Ceylon PLC, and that the Bank be and is hereby authorised to act on instruction given by (\*\*\*) ..... relating to this account.
- (b) All changes that may take place from time to in the authorised signatories be promptly adviced to the Bank in writing under the hands of Chairman and Secretaty and
- (c) The Society/ Club/ Association agree to comply with and be bound by the Rules of the Bank governing the conduct of such account.

(\*) Insert name of Society, Club of Association

(\*\*) insert "Committee" or as applicable

(\*\*\*) Give designation and combination of signatories