



Account Opening Checklist - Corporate
开户文件清单

Please provide the following documents / information required for opening the trading account:

请提供以下开立交易户口所需材料/文件:

Corporate Account 公司账户	
Documents required 所需文件	
1.	Certified true copy of Business Registration Certificate (for Company registered in HK) 商业登记证经核证副本 (适用于在香港注册登记之公司)
2.	Certified true copy of Certificate of Incorporation 公司注册证书经核证副本
3.	Certified true copy of Memorandum & Articles of Association 公司章程大纲及细则经核证副本
4.	Certified true copy of Register of Members / the most recent Annual Return 公司股东记录册经核证副本 / 最近期之公司周年申报表经核证副本
5.	Certified true copy of Register of Directors / the most recent Annual Return 公司董事记录册经核证副本 / 最近期之公司周年申报表经核证副本
6.	Board resolution for account opening and operating of the account and specifying the signing arrangements for operation and operating account (with the full name of the authorized persons, their signatory specimen, and their capacity / authority) 董事会决议案 - 有关开立户口事宜并注明所有授权签名人士 (须包括授权人全名、签名式样以及获授予之权力)
7.	Ownership structure chart certified by director 经公司董事签署核证之组织架构图
8.	Certified true copy of ID / Passport copies of all Directors, all director(s) and shareholder(s) holding 10% or more of the voting rights/ share capital & Authorized Persons 所有董事, 拥有百分之十或以上投票权或股本的股东及获授权人士之有效核证身份证 / 护照副本
9.	Certified true copy of residential address proof of all director(s) and shareholder(s) holding 10% or more of the voting rights/ share capital (issued within last 3 months) 所有董事, 拥有百分之十或以上投票权或股本的股东之有效核证地址证明 (最近 3 个月)
10.	For a company incorporated overseas: certified true copy of a certificate of incumbency certified by a professional third party (Remarks: the certificate of incumbency should have been issued within the last 6 months) 在海外注册的公司: 由专业第三者认证的职权证明书认证副本 (注: 该证明书应在过去 6 个月内签发)
11.	For companies with multiple layers in their ownership structures: - Ownership Structure Chart of the account opening Company that is certified by Director (showing intermediate owners, percentage of shareholding, country of



Manford Financial Limited
民鋒金融有限公司

(SFC CE Number 證監會中央編號: BRE352)

	<p>incorporation); and</p> <ul style="list-style-type: none">- Follow the chain of ownership to the individuals who are the ultimate beneficial owners;- Certified true copy of ID card or valid passport of all substantial shareholders and the ultimate beneficial owners- Copy of Certificate of Incorporation and Latest Register of Directors of Intermediate Layers <p>有多层拥有权结构的公司:</p> <ul style="list-style-type: none">- 由董事核证的公司架构图(显示所有中介控股公司的名称, 股权资料, 注册国家); 及- 依随拥有权结构找出客户的最终实益拥有人- 所有大股东及最终受益人之有效核证身分证/护照证明副本- 中介层公司的公司注册证副本及最近之公司董事记录册
12.	Completed and signed Account Opening Form 已签署之开户表格
13.	Completed and signed Self-Certificate Form (Entity)/ (Controlling Person) 自我证明表格(实体客户)/(控权人)
14.	W-8BEN Form 美國税务表格
15.	NR301 加拿大税务表格