



The bank that listens

**CUSTOMER KYC UPDATE FORM – (Local & Foreign Entities)
TAARIFA ZA WATEJA-(Makampuni ya ndani na nje ya nchi)**

Registered name of the entity
Jina la kampuni lililoandikishwa

Registration Number
Namba ya usajili

Account number
Namba ya akaunti

Trade Name (if different from registered name.....
Jina la biashara (kama inatofautiana na jina lililoandikishwa)

Branch..... Date
Tawi Tarehe

Information to be updated:

1. Postal address
Anwani ya posta
2. Entity Physical address.
Mahali kampuni ilipo
3. Entities' email address.....
Barua pepe
4. Tax Identification number (TIN).....
Namba ya kampuni ya mlipa kodi
5. Telephone and Mobile phone number
Namba ya simu ya mezani na mkononi
6. Would you like to receive your Bank Statement through the e-mail address indicated in 3 above? (circle whichever Appropriate)**YES/NO**

*Je, ungependa kupokea taarifa ya akaunti yako kupitia barua pepe?(Zungushia jibu) **NDIYO** **HAPANA***

7. DETAILS OF THE INDIVIDUALS OPERATING THE ACCOUNT ON BEHALF OF THE ENTITY: ***Taarifa za mtu/watu wanaotia sahihi kwenye akaunti***

**FULL NAMES
MAJINA**

**DATE & PLACE OF BIRTH
TAREHE NA MAHALI ULIPOZALIWA**

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**RESIDENTIAL ADDRESS
MAHALI PA KUISHI**

**TIN NO
TIN NO**

**TEL/MOBILE NUMBERS
NAMBA ZA SIMU**

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8. DETAILS OF OWNERS i.e. INDIVIDUALS/COMPANIES/ PARTNERSHIP OR TRUST HOLDING 5% OR MORE OF THE VOTING RIGHTS OF THE ENTITY ***(TAARIFA ZA WATU/KAMPUNI ZENYE KUMILIKI HISA KUENZIA 5%)***

**FULL NAMES (for individuals)
Majina kamili (Watu binafsi)**

**DATE & PLACE OF BIRTH
Tarehe na mahali pa kuzaliwa**

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REGISTERED NAME <i>Jina la kampuni</i>	REG NO <i>Na. ya usajili</i>	REGISTERED ADDRESS <i>Mahali ilipoandikishwa</i>
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9. RESIDENTIAL ADDRESS AND CONTACT DETAILS OF THE DIRECTORS,
INDIVIDUALS HOLDING 5% OR MORE OF THE ENTITY

(Taarifa mtu/watu/mapnuni wanaomiliki kuanzia hisa 5%)

FULL NAME <i>Majina kamili</i>	RESIDENTIAL ADDRESS <i>Mahali anapoishi</i>	TEL/ MOBILE NUMBER <i>Namba ya simu</i>
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10. SIGNATURE(S) OF ACCOUNT SIGNATORIES

Sahihi za watia sahihi kwenye akaunti

NAME JINA	SIGNATURE SAINI	THUMB PRINT DOLE GUMBA
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Attach any of the following documents for proof of Identity:

(Ambatanisha kimojawapo katika vifuatavyo):

TIN (if any) (*Namba ya mlipa kodi*)

Passport

Voters Registration Card (*Kitambulisho cha mlipa kodi*)

Attach any of the following documents for proof of address:

(ambatanisha kimojawapo katika vifuatavyo)

Utility bills (water bill, telephone bill, and Tanesco bill / luku receipt)

(*Ankara ya huduma-Maji, Simu, umeme/risit ya LUKU*)

Letter from ward executive (*Barua ya mtendaji wa kata*)

FOR OFFICIAL USE ONLY (KWA MATUMIZI YA OFISI TU)

Receiving Officer Name

Signature

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Supervisor Name

Signature

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