

# Account Opening Process

Following are the guidelines for women for opening an account:



**\*While required documentation may vary from account to account, the basic documents required at the time of account opening may include but are not limited to the following:**

## 1. Proof of Identity- Valid ID

- CNIC/SNIC/NADRA Receipt (Pakistan national only)
- Form B/CRC/Birth Certificate (For minors)
- ARC/POC/Passport (Foreign nationals)

## 2. Nadra verification

- Biometric Verification
- Nadra Verisys Report where biometrics where biometric cannot be captured (Exception POC)
- Not Applicable (Passport/B Form/ARC/CRC)

## 3. Proof of Address

- Biometric Verification
- Utility Bill
- Office Address

## 4. Source of Funds-Proof of income

- Salaried individuals:
  - Employer certificate/Service Card/Staff Card/Salary Certificate/3-month Pay slip/  
Pensioner book or card
- Non-Salaried individuals
  - Declaration form
- Housewife/ Minor/Student:
  - Details of the funds provider/Guardian/ Financial Supporter and their source of  
income

#### 5. Additional Documents-Special Accounts

- Photo/ Illiterate / Shaky Signature
  - 4 personal Photographs
  - Indemnity Form
  - Vernacular Form
- Minor Customer:
  - Student ID Card
  - Court order regarding appointment of guardian (in case guardian blood relation is  
not determined)
- Housewife
  - Housewife declaration
- Visually impaired
  - Undertaking for visually impaired / Blind Person