

What are the document required to open a bank account?



Prepare an information package before the meeting with the bank



- **A copy of the draft of the Company by-laws, certified as true and up-to-date by one of the founding members**
- **For the Shareholder Company, please provide:**
 - Certificate of incorporation
 - Articles of association / By-laws
 - Latest Annual return
 - Board resolution appointing the legal representative who is empowered to bind the company solely
 - Latest financial statements
- **Identification Document** for all authorised signatories and the legal representative (Valid Passport or National Identity Card)
- **Financial forecasts** / business plan
- Proof of the **registered office** of the French company (lease, domiciliation contract)
- **Group Organisational Chart** describing the shareholder structure
- KYC Information



After both parties agreement, the bank will provide you



- **Application Letter for opening the “CAPITAL” account of the company in the process of incorporation**
- **List of subscribers and statement of payments**
- The Documentation has to be **signed In France**, face to face with a Bank Representative.



Process



- Once the documentation completed, the bank can provide the **Capital Deposit account details**.
 - The Shareholder wires funds in order to have the exact amount of the Share capital on the Capital Deposit Account
- The bank issues a **Certificate of Share Capital Deposit**, which is one of the required document needed to **register the Company**.
 - Once the company is incorporated, please refer to above 1 for additional documentation to open an operational account.
 - A physical meeting with the bank is required in order to open a bank account