

# NCB Account Opening Requirements for Jamaican Non-Residents

- **Personal information as requested on account opening application form.**
- **NCB's mandates, signature card and Verification Agreement (where applicable).**
- **Written request indicating reason for opening account in Jamaica.**
- **Photocopies of two official/valid/current picture identification** (one of which must be a certified copy of your passport), *from the following list:*
  - *Certified copy of Passport*
  - *Certified copy of Resident Alien Card (USA) or equivalent in other countries*
  - *Certified copy of Driver's licence issued by the country in which applicant is resident*
  - *Certified copy of State issued Non-Driver Photo identification card issued by the Department of Motor Vehicle (USA only)*
- **Two (2) certified photographs of the applicant (not more than six months old).**
- **Certified copy of your Social Security Number (USA only) or National Identification Number (UK) or equivalent in any other country as evidenced by the appropriate social security/national identification card. [Where a valid passport is presented as a means of identification the unique reference number displayed therein can be used instead of the Social Security number or National Identification number or equivalent in any other country].**
- **Proof of address (current utility bill (not more than six months old) showing the applicant's name and place of residence, postmarked envelope (not more than six months old) addressed to the applicant at the permanent address given). Proof of address presented must be certified if the customer is not present with an NCB representative**

*Where a utility bill presented is not in the name of the applicant but rather in the name of his/her wife/husband, a Notarised Copy of the Marriage Certificate should be presented.*

- **Contact details for two (2) referees ( name, telephone contact number(s) and occupation):**

**■ Face-to-face with NCB Representative**

**Any two** of the following:

Applicants Overseas bank (desirable);

Notary Public;



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A customer of NCB for at least three (3) years and whose account is active, not frozen or marked for closure (which closure has been informed to the customer);

Attorneys-At-Law, Solicitors and barristers (whose identity can be verified by reference to a professional directory):

Accountants (whose identity can be verified by reference to a professional directory);

Applicant's employer;

Ministers of Religion.

General Practitioners (i.e. doctors whose identity can be verified by reference to a professional list)

■ ***Non face-to-face with NCB Representative***

Any **two** of the above if one of the two is a bank reference, **and if not, any three of the above.**

**The applicant's signature on all documents shall be witnessed by any of the persons who may certify documentation as indicated below.**

**Certification of all documents**

**All documentation (including, but not limited to, photocopied identification, mandates, proof of address) shall be certified as true copies of the originals by any one of the following who shall affix his/her seal of office thereto:**

- a Notary Public in the country where the applicant is resident.
- the Jamaican or the British Consular Officer (which expression shall include Consul-General, Consul and Vice-Consul, and any person for the time being discharging the duties of Consul-General, Consul or Vice-Consul) in the country where the applicant is resident.

**The certifier should sign the copy of the document (printing his/her name) and clearly indicate his position or capacity together with a contact address and telephone number.**



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