

Ref 14-7

To the Manager,

Branch:

We beg to inform you that at a Meeting of * _____
 _____ held at _____

on the _____ day of _____ 20 _____ it was resolved:

1. "That a Banking account in the name of _____ be opened at the _____ Branch of the **ZB BANK LIMITED**.
2. That the said Bank be, and hereby are, authorised and requested
 - (a) to open such an account in their books;
 - (b) to pay all Cheques, Promissory Notes, Bills of Exchange and other negotiable instruments payable at the said Branch purporting to be drawn, made or accepted on behalf of the said** and to debit such instruments to the said account whether this account be in credit or otherwise;
 - (c) to debit the account from time to time with all costs, expenses, charges, fees, commissions and disbursements consistent with banking practice:
 - (d) to hold the said ** _____ liable on all Cheques, Promissory Notes, Bills of Exchange, other negotiable instruments and on all agreements, undertakings, indemnities, guarantees and all other documents signed in connection with usual banking transactions and without prejudice to the foregoing generality including amongst others the lodging and withdrawal of moneys on Fixed Deposits or on Savings Account, the hypothecation, pledging or cession by the said ** _____ of any of its assets, the issue of Letters of Credit, Drafts and Transfers, provided that such Cheques, Promissory Notes, Bills of Exchange and other documents are signed in terms of the list of the names and specimen signatures of the persons at present authorised to sign under this resolution to be furnished to the said Branch;
3. that the said Branch be advised in writing of all changes that may take place in the same from time to time;
4. that a copy of this Resolution be furnished to the said Branch and that it will remain in force until the receipt by the said Branch of a copy of a resolution to be passed by the said ** _____ rescinding the same."

We hand you herewith :***

- (1) Copy of our Memorandum and Articles of Association.
- (2) Certificate of Incorporation.
- (3) Certificate to commence business.
- (4) A full list of the present signing officials with their respective signatures.
- (5) The last Balance Sheet and Report of the Company.
- (6) Copy of our Rules, Constitution, Regulations...etc.***

Dated this _____ day of _____ 20 _____

Address _____ for _____

Type of Business or Organisation: _____ Chairman.

References: _____ Secretary.

*Insert here "The Director" or "The Members" or whatever else the case may be.
 **Insert here description of the Association: (Thus: "Company", "Club", "Society", etc.)
 ***Delete Inapplicable clauses.

ACCOUNT NUMBER - -

