

Fica Requirements

The Financial Intelligence Centre Act (FICA) requires financial institutions, such as FNB Securities, to establish and verify the identities and residential addresses of their clients.

The following documentation is required by us in order to comply with the obligations set out in FICA:

Please note:

1. If you wish to send the required documentation to us, all the documents must be originally certified copies.
 - 1.1. All documents requiring certification must be certified by an independent commissioner of oaths.
 - 1.2. A certified copy of an identification document must reflect a clear picture, which is a reasonable likeness of the individual.
The submission of unclear or uncertified documents will result in a delay in processing an account opening request.
2. If you wish to bring the original documentation to our offices, a FNB Securities staff member will sign the documents, make the necessary copies and verify them to be true copies of the original.
3. *An official, South African identity document is considered to be a green, bar-coded identity document.

The required documentation depends on the account type you wish to open:

Natural Persons (South African Citizens and Residents)

- Identification document e.g. ID book*, and
- Proof of residential address e.g. utility bill (not older than 3 months) reflecting the name and residential address; and
- SARS document bearing tax registration number and client name.

Natural Persons (Foreign nationals)

- Identification document e.g. valid passport and driver's licence; and
- Written confirmation of residential address.

Minor Child

- Birth certificate of the child; and
- Letter confirming legal guardianship (if applicable); and
- All documents as per natural person for the guardian or parent.

Trust

- Letters of Authority signed by the Master of the High Court; and
- Trust deed or other founding document; and
- Resolution specifying who is authorised to act on behalf of the Trust; and
- Identification document(s) of the person(s) authorised to act on behalf of the Trust e.g. ID book*, valid passport, driver's licence; and
- Written confirmation of residential address and contact particulars of the person(s) authorised to act on behalf of the Trust; and
- Identification documents of all the trustees and beneficiaries e.g. ID book*, valid passport, valid driver's licence; and
- Written confirmation of the residential address and contact particulars of all the trustees and beneficiaries; and
- Identification document of the founder of the Trust e.g. ID book*, valid passport, driver's licence or death certificate; and
- Written confirmation of the residential address and contact particulars of the founder of the Trust (if not deceased); and
- SARS document bearing SA income tax and VAT registration number (where applicable).

Company (Private and Unlisted Public)

- Certificate of Incorporation (CM1); and
- Certificate of change of name of company (CM9) (if applicable); and
- notice of Registered Office and Postal Address (CM22); and
- Contents of Register of Directors, Auditors and Officers (CM29); and
- Proof of business address of the Company e.g. utility bill (not older than 3 months) reflecting the name and business address; and
- Identification document(s) of the person(s) managing the Company e.g. ID book*, valid passport, valid driver's licence; and
- Written confirmation of the residential address and contact particulars of the person(s) managing the Company; and
- Resolution specifying who is authorised to act on behalf of the Company as well as written confirmation of the company's shareholding; and
- Identification document(s) of the person(s) authorised to act on behalf of the Company e.g. ID book*, valid passport, valid driver's licence; and

- Written confirmation of the residential address and contact particulars of the person(s) authorised to act on behalf of the Company; and
- Identification document(s) of the natural person(s) holding 25% or more of the voting rights in the Company e.g. ID book*, valid passport, valid driver's licence; and
- Written confirmation of the residential address and contact particulars of the natural person(s) holding 25% or more of the voting rights in the Company; and
- Certificate of Incorporation, Trust Deed or Partnership Agreement of the legal person(s) holding 25% or more of the voting rights in the Company; and
- Written confirmation of business addresses and contact particulars of the legal person(s) holding 25% or more of the voting rights in the Company; and
- SARS document bearing SA income tax and VAT registration number (where applicable).

Close Corporation (CC)

- Founding Statement and Certificate of Incorporation (CK1); and
- Amended Founding Statement (CK2) (if applicable); and
- Proof of business address of the Close Corporation e.g. utility bill (not older than 3 months) reflecting the name and business address; and
- Identification document(s) of the member(s) of the Close Corporation e.g. ID book*, valid passport, valid driver's licence; and
- Written confirmation of the residential address and contact particulars of the member(s) of the Close Corporation reflecting the name and residential address; and
- Resolution specifying who is authorised to act on behalf of the Close Corporation; and
- Identification document(s) of the person(s) authorised to act on behalf of the Close Corporation e.g. ID book*, valid passport, valid driver's licence; and
- Written confirmation of the residential address and contact particulars of the person(s) authorised to act on behalf of the Close Corporation; and
- SARS document bearing SA income tax and VAT registration number (where applicable).

Partnerships

- Partnership agreement; and
- Identification documents of the natural persons who are partners (including en commandite and silent partners) e.g. ID book*, valid passport, original driver's licence; and
- Certificate of Incorporation, Trust Deed or Partnership Agreement of the legal persons who are partners (including en commandite and silent partners); and
- Proof of registered and businesses address of the legal persons who are partners (including en commandite and silent partners) e.g. CM22, letterhead, utility bill (not older than 3 months) reflecting the name and business address; and
- Identification document(s) of the natural person(s) who exercise(s) executive control over the Partnership e.g. ID book*, valid passport, valid driver's licence; and
- Certificate of Incorporation, Trust Deed or Partnership Agreement of the legal person(s) who exercise executive control over the Partnership; and
- Proof of registered and business address of the legal person(s) who exercise executive control over the Partnership e.g. CM22, letterhead, utility bill (not older than 3 months) reflecting the name and business address; and
- Resolution specifying who is authorised to act on behalf of the Partnership; and
- Identification document(s) of the person(s) authorised to act on behalf of the Partnership e.g. ID book*, valid passport, valid driver's licence; and
- SARS document bearing SA income tax and VAT registration number (where applicable).

Other legal persons as defined by law or created by South African statute (Pension and Provident Funds, Government agencies, Religious organisations, Educational organisations, Welfare organisations)

- Founding statement or formal letterhead; and
- Proof of business address e.g. utility bill (not older than 3 months) reflecting the name and business address; and
- Resolution specifying who is authorised to act on behalf of the entity; and
- Identification documents of the person(s) authorised to act on behalf of the entity e.g. ID book*, valid passport, valid driver's licence; and
- Written confirmation of the residential address and contact particulars of the person(s) authorised to act on behalf of the entity; and
- SARS document bearing SA income tax and VAT registration number (where applicable).