

Note:

We will only accept proper colored scanned documents and colored documents. Photos/ Images taken from mobile or Tablet is often returned by the acquiring bank.

Status checklist	Documents Name:	Remarks
<input type="checkbox"/>	Trade License	All pages , validity 3months from the date of expiry License should have a relevant activity to conduct the intended business online
<input type="checkbox"/>	Municipality Certificate	Clear Scanned copy
<input type="checkbox"/>	Memorandum/Articles of Association (MOA/AOA)	<i>Full copy of MOA/AOA including all amendments It must clearly mention the designation of the company's current authorize signatory also stating that he/has the authority to sign in the company's behalf to open and close bank accounts.</i>
<input type="checkbox"/>	1) National ID or Passport	For each of the: <ul style="list-style-type: none"> i) All the Shareholder/Owners of the company natural person who owns or control minimum 25% or more shares directly or indirectly. ii) Appointed Managing director, Authorized Signatory of the company with powers to open and close accounts iii) Managers / Directors mentioned in the Commercial Register

Documents required for Multi Layered Company Formation:

If a shareholder/owner is a corporate entity (Qatar based company) merchant must provide documents in relation to the parent company such as:

- i) Valid Commercial Register, all pages, with issuance date within 3months
- ii) Memorandum / Articles of Association (MOA/AOA)
- iii) National ID or Passport of Shareholder/Owner: natural person who owns or control minimum 25% or more shares directly or indirectly.

If a shareholder/owner is a corporate entity (foreign company) merchant must provide documents in relation to the parent company such as:

- i) Commercial Register / Trade License
- ii) Certificate of Incorporation
- iii) Memorandum / Articles of Association (MOA/AOA)
- iv) Passport of Shareholder/Owner: natural person who owns or control minimum 25% or more shares directly or indirectly
- v) Certificate of Incumbency / Board of Resolution / Register Agent member or any legal documents where shareholders / Owners / directors are declared duly attested.

**If the company is state owned or publicly listed, provide the government authority or the Exchange on which the shares are traded.*

Additional documentation/information may be requested during the review process, our dedicated underwriting team will be assisting to complete this stage.