

Business Account Opening Requirements for HSBC France

List of documents required

ALL DOCUMENTS MUST BE CERTIFIED BY A HSBC OR OTHER BANK OFFICIAL

- Letter of Introduction from existing banker** (if not an existing customer of HSBC Group, per HSBC France format)
- Current Account Agreement** (Bank form)
If account holder is a legal entity (i.e. company, partnership) complete page 2
If holder is a natural person (i.e. sole trader) complete page 3
All fields on a page are mandatory
All completed pages must be initialed by the signatories
Return all pages
- Signatures card** (Bank form)
One form holds 2 signatures
- Declaration of non-Residency** (if necessary, Bank form)
- Mail Indemnities** (if necessary, Bank form)
- Up-to-date Certificate of Incorporation** (Extrait K-bis or equivalent)
- Copy of the Company Statutes** (Articles of Association of the company) **and amending supplements** (if any)
or
- Partnership Agreement** (if entity is a partnership)
- Decision of the board appointing the Chairman, Manager / Board Resolution (and Power of Attorney if signatories are not listed in board resolution / company statutes)**
- For US companies: W9 form in triplicate** (provided by Bank)
- For non-US companies : W8 BEN form** (provided by Bank)
- Copy of most recent year's financial statements (Balance sheets, P&L accounts and income statements)**
or
- Copy of financial projections (Balance sheets, P&L accounts and income statements)** (if entity is a startup)

- Organization chart showing ultimate beneficial owners and % ownership, signed by authorized Company representative** (required where a company has multi-layers of ownership)
- Copy of any one of the following required for all signatories and beneficial owners (who own and/or control 25% or more of shares / voting rights):**
 - Passport
 - Identity card (only for French & EU citizens)
 - Residence permit
 - Driving license with adequate photograph (for French citizens)
- Letter from HSBC or other Bank staff summarising what document states if any documents in a foreign language**

Complementary Documentation

For companies in course of incorporation
or for SCI in course of incorporation

Note

The company cannot use its account before registration as it has no legal capacity. Once the share capital has been deposited, HSBC France will write a certificate which will attest the equity existence. With this certificate, the company's representatives will be able to obtain from the French "Registre du Commerce" registration of the company. On the certificate, HSBC France indicates the shareholders and which amount has been deposited by each of them. Therefore if funds are to be sent by wire transfer, they should be sent one transfer per shareholder.

HSBC France will provide an internal account number for receipt of the share capital as soon as HSBC France receives the "Mandate form" duly filled out and the draft "statuts" (articles of association). The equity is blocked until the registration has been completed.

Once the company is registered and the KBIS (certificate of incorporation) has been given to HSBC France with the final version of the "statuts" (articles of association), the equity will become available and the current account will be operational.

- Mandate form in French**
The legal representatives (the founders of the French entity) will appoint one or more persons who will be entitled to sign payment instructions and receive information on the bank account.
- Application for opening of the « CAPITAL » account of the company in course of incorporation**
- List of the subscribers and statement of the payments**