

Citi Investment Capital Limited Individual Account Application Instructions

CitiInvestCap

www.citiinvestcap.com

Telephone: 01-8744620 - 1

Open a stock broking account with *CitiInvestCap*

Our commitment to our clients is to deliver exceptional customer service at all times. In order to deliver this level of service, *CitiInvestCap* are available by phone and email to answer any questions you may have about application forms and supporting documents. Please do not hesitate to contact us on 01-8744620 & 01-8744621 Monday through Friday, (24 hours a day by email) for all account opening questions.

Start the application process today

Step 1

Complete the Account Application and assemble the required supporting documents. Forms can be downloaded online from www.citiinvestcap.com.

You can complete the Individual/Corporate Account Opening form

Step 2

Complete all applicable additional forms as applicable

- Particulars of Shareholders
- *CitiInvestCap* New Account Information
- *CitiInvestCap* Investment Profile/Preference Questionnaire
- Accounting Opening Agreement
- Transfer of Stock(s) request form
- Transfer forms
- *CitiInvestCap* Share Purchase Order form
- *CitiInvestCap* Share Sale Order form
- 2 *CitiInvestCap* Signature mandate forms

Step 3

A minimum of N500, 000.00 to open a *CitiInvestCap* account. Accounts can be funded by cheque, Bank funds, transfer or transfer from another brokerage firm (use the transfer your account to *CitiInvestCap* form if applicable)

Each account application must include the following:

- N500, 000.00 minimum to open the account
- Passport photographs of each applicant
- Authorization to purchase equity shares (if applicable) signed by each account applicant
- A certified photocopy of the inside pages of your current passport or any other form of acceptable identification, showing photo, signature and personal information for each account applicant

To comply with Money Laundering Regulations, we are required to verify the identity of each applicant. To enable us do so please provide any of the following:

- a) An original bank statement (not more than 3months old) showing the name and address of each applicant
- b) An original utility bill (not more than 3 months old) showing the name and address of each applicant

Step 4

Read and retain the *CitiInvestCap* Account Opening Agreement.

The *CitiInvestCap* Account Opening Agreement is provided with this application or at the opening of your account.

Step 5

Submit/Mail all completed and signed documents to *CitiInvestCap*, 47 Glover Road, Ikoyi, Lagos.

Scope of Agreement: Your agreement with *CitiInvestCap* consists of the terms set forth in this Application Agreement and the terms set forth in the *CitiInvestCap* Account Agreement. You agree to contact *CitiInvestCap* if you do not receive the *CitiInvestCap* Account Agreement. In addition, you may in the future receive from *CitiInvestCap* supplemental terms or disclosures that pertain to certain account types, service features and benefit packages. These supplemental terms and disclosures, this Application Agreement and the *CitiInvestCap* Account Agreement are collectively referred to as the "Agreement and Disclosures." You agree to read the Agreement and Disclosures carefully and retain copies for your records.