



# Butterfield

P.O. Box 705 | Grand Cayman KY1-1107, Cayman Islands  
Tel: (345) 949 7055 | Fax: (345) 949 7004

[www.butterfieldgroup.com](http://www.butterfieldgroup.com)

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## ACCOUNT OPENING REQUIREMENTS

Community Banking

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The following is a list of information/items required for our review and acceptance prior to the opening of a personal account:

- (1) An original financial reference addressed to the Bank indicating a satisfactory relationship of over 3 years, and quoting approximate average balances maintained over the past 6 months.
- (2) For local residents, a letter from your current employer addressed to Butterfield Bank (Cayman) Limited confirming your salary and employment. For overseas residents, an original character reference addressed to the bank from a Law or an Accounting firm indicating a satisfactory relationship over 3 years.
- (3) Details regarding the purpose of the account.
- (4) Details regarding the nature and dollar volume of anticipated transactions through the account including the source of funding/wealth of initial and subsequent deposits.
- (5) A notarised legible copy of the passport photo page with clear details of full name, date of birth, nationality, signature, photo and expiration date AND driver's licence (with photo showing).
- (6) Completed and signed Bank mandates.
- (7) Confirmation of physical address; example, copy of current utility bill with clear details of permanent address.

Certification of identification is not required of persons who have been personally interviewed at the bank and from whom a photocopy of passport or driver's licence has been taken by Bank personnel.

There will be situations which are not covered by the above and our Manager - Retail Banking will be pleased to discuss our requirements in exceptional cases.



**DEBIT CARD**  
**YOUNG SAVERS DEBIT CARD**

<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Please visit [www.butterfieldgroup.com](http://www.butterfieldgroup.com) for daily spending limits on your card.

Primary Applicant CIF# 1 0 \_\_\_\_\_ Joint Applicant CIF# 1 0 \_\_\_\_\_

Primary Name on Card \_\_\_\_\_  
(Max 21 characters including spaces)

Joint Name on Card \_\_\_\_\_  
(Max 21 characters including spaces)

Main Account number \_\_\_\_\_

Mother's maiden name \_\_\_\_\_ Mother's maiden name \_\_\_\_\_

Date of Birth (DD/MM/YY) \_\_\_\_/\_\_\_\_/\_\_\_\_ Date of Birth (DD/MM/YY) \_\_\_\_/\_\_\_\_/\_\_\_\_

Link all CI\$ and/or US\$ accounts available at ATM

Primary Applicant Signature \_\_\_\_\_ Joint Applicant Signature \_\_\_\_\_

**Declaration of parent/guardian of account holder aged 10 up to 17 years old.**

I give the above named young person permission to obtain and operate a Young Saver Debit Card. (Daily limit \$50 ATM / \$300 POS)

Name (Print) \_\_\_\_\_ Signature \_\_\_\_\_

Collection Location:  Butterfield Place  Midtown  Gov Sq.  Mail to address on file

Input by \_\_\_\_\_ Supervisor Signature \_\_\_\_\_ Card# \_\_\_\_\_

**OPERATION OF ACCOUNT (to be answered by any of the account holders)**

What is the purpose of this account? \_\_\_\_\_

Why have you chosen to establish the account in Cayman? (Non-residents only) \_\_\_\_\_  
\_\_\_\_\_

Do any of the account holders have a connection with Cayman (Non-residents only)  Yes  No  
(e.g. family ties, property ownership, frequent visitor, business related dealings)? If so, please provide details.

\_\_\_\_\_

**ACCOUNT FINANCIAL DETAILS**

Amount of Initial deposit \$ \_\_\_\_\_

Initial funds will be deposited via:  Wire  Bank draft  Internal transfer  Personal cheque  Cash  
 Other (please describe) \_\_\_\_\_

Where are the funds coming from?  Self or from other Individual / Entity / (Name): \_\_\_\_\_

Location of Origin - City, Country \_\_\_\_\_

How were the initial funds acquired? \_\_\_\_\_  
\_\_\_\_\_

Source of Incoming future funds (Select all that apply):

Salary  Rental Income  Commissions & fees  
 Sales Revenue  Investment Income  Other (please describe) \_\_\_\_\_

Method of Incoming funds (Select all that apply):

Wires  Bank drafts  Direct deposit  Cash  
 Internal transfers  Personal cheques  Third party cheques  Other (please describe): \_\_\_\_\_

Method of Outgoing funds (Select all that apply):

Wires  Bank drafts  Debit card  Cash  
 Internal transfers  Personal cheques  Butterfield online banking  Other (please describe): \_\_\_\_\_

Estimated total monthly incoming funds \$ \_\_\_\_\_ Estimated total monthly outgoing funds \$ \_\_\_\_\_

**DECLARATION**

To enable Butterfield to confirm and document my tax status accurately (including, but not limited to, my tax status as a US Person or Non-US Person for US federal income tax purposes), I hereby certify that:

- (i) The information provided above is complete and accurate.
- (ii) I am the beneficial owner of the account, or am authorised to sign on behalf of the individual who is the beneficial owner of the account.
- (iii) I will notify Butterfield immediately in the event of any change in the personal information provided in this Declaration or in my circumstances relevant to this Declaration, and will provide Butterfield with an updated Declaration within 30 days of such change occurring. I further understand and agree that any failure to do so shall entitle Butterfield, in its sole discretion, to terminate any account in which I have a beneficial interest.
- (iv) I will comply with all tax and exchange control laws, regulations and reporting requirements imposed by any applicable jurisdiction relating to my accounts maintained with Butterfield.
- (v)  I am currently a US Person<sup>1</sup>. *This assertion must be supported by a completed IRS form W-9 (accessible from www.IRS.govl ); or*  
 I am not currently a US Person<sup>1</sup> and I will notify Butterfield should I become one. *Please note that you may be required, under certain circumstances, to provide additional information/documentation confirming your tax status before an account is opened.*
- (vi) I authorise Butterfield, at its sole discretion, to provide a copy of this form and any information regarding any account with Butterfield to which I am a party to any tax authority or party that is authorised to act on behalf of such an authority.

Applicant signature  
(please sign within block)



Date



**REFERENCE AND IDENTIFICATION REQUIREMENTS**

**NEW customers are required to provide the following documentation in addition to their completed application form:**

- Verification of Nationality.** Caymanian Residents must provide: i) an original or notarised copy of a passport or ii) a birth certificate together with a C.I. Driver's license. Non-Caymanian Residents and Non-Residents must provide an original or notarised copy of a passport. Identification should state the true legal name, date of birth and nationality of the account holder(s).
- W-9 Form as appropriate.** This information is required to enable Butterfield to file information returns with certain tax authorities. If you are a US Person<sup>1</sup>, this information should be supported by a completed IRS Form W-9. You may be required to periodically update the information provided in support of this assertion.
- Verification of Physical address.** A document verifying street address is required. A local utility bill, letter from your Employer, or rental agreement. If you are a homeowner, you may provide land tax documents from within the last six months. The relevant page of a telephone directory or electoral poll listing or a signed letter from another member of the household over 18 years of age is also acceptable. For non-residents, a current utility bill from within the last three months showing your street address is acceptable.
- Minimum Deposit.** \$100 or equivalent is required to open chequing and savings accounts. \$20 is required to open a Young Savers account.
- Verification of Main Source of Income (Non-residents only).** Non-residents must provide documentation to support their main source of income (e.g. pay slip, letter from employer or trust, investment statement, etc.)

**EXISTING customers are required to provide the following documentation in addition to their completed application form:**

- W-9 Form as appropriate.** (If not already on file) This information is required to enable Butterfield to file information returns with certain tax authorities. If you are a US Person<sup>1</sup>, this information should be supported by a completed IRS Form W-9. You may be required to periodically update the information provided in support of this assertion.
- Minimum Deposit.** \$100 or equivalent is required to open chequing and savings accounts. \$20 is required to open a Young Savers account.
- Photo Identification.** Any government issued photo identification stating the true legal name, date of birth and nationality of the account holder(s).

**It is Bank policy to verify the source of funds before accepting or executing any transaction.**

<sup>1</sup> A US Person is defined in Section 7701 (a) (30) of the Internal Revenue Code as a citizen or resident of the United States. A citizen generally means a person born or naturalised in the United States. A resident of the United States generally means (i) a lawful permanent resident, which includes the holder of a Green Card; (ii) an individual who meets a test indicating "Substantial Physical Presence" for the calendar year in the United States; or (iii) an individual who makes a valid election to be treated as a resident of the United States. If you are unsure whether you are a US Person, you should consult your tax advisor.

**BANK USE ONLY**

Primary applicant CIF# <input style="width: 90%;" type="text"/>	Joint applicant CIF# <input style="width: 90%;" type="text"/>	
Staff <input type="checkbox"/> Yes <input type="checkbox"/> No	Client <input type="checkbox"/> New <input type="checkbox"/> Existing	
Staff <input type="checkbox"/> Yes <input type="checkbox"/> No	Client <input type="checkbox"/> New <input type="checkbox"/> Existing	
Completed by name (print)	Signature	Date
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Approved by (sign)	Reviewed by (sign)	Date
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>