

Documents required for opening your Liaison/ Representative Office/ Project Office/ Branch Office Accounts Current Account

Thank you for showing interest in ICICI Bank Current Account!

Please find below the list of documents. Kindly keep the same ready, prior to my visit to your premise.

List of documents :

1. Certificate of Incorporation (COI) and company formation documents (as applicable in the respective country) duly notarised by Indian embassy/ notary public in country of Registration. If COI and company formation documents are in other than English language, then English version of COI and company formation documents must be attested by Indian embassy/ notary public in the country of registration. All copies should be certified as **True and Updated Copy** and attested by Company Secretary or director of foreign company
2. Communication address proof of the entity (only Indian communication address proof is accepted)
3. Present phone/ mobile number and e-mail ID
4. Permanent Account Number (PAN) of the entity
5. Latest passport size colour photograph of each of the authorised signatories
6. A copy of one valid photo identification and address proof document of each of the authorised signatories. In case of foreign nationals copy of Passport (attested by customer) and sign on Customer Information Updation Form should be verified by either foreign Notary Public/ Consulate General/ Indian Embassy to be accepted (passport copy should be current and should bear photograph and signature of applicant)
7. Shareholding pattern/ List of beneficial owners holding more than 25% in the company. (directly/ indirectly) (on letterhead) ([Click to view format - Beneficiary owner details](#))
8. PAN/ Identity proof of such beneficial owners as identified above
9. Address proof of beneficial owners as identified above
10. Permission to setup office as mentioned below
11. Account opening cheque from existing Current Account

Liaison/ Representative Office:

- a. Copy of Reserve Bank of India (RBI) permission required OR
- b. Copy of Insurance Regulatory and Development Authority (IRDA) approval for foreign insurance companies

For Branch Office:

- a. Copy of RBI permission to open a branch office in India is required OR
- b. For Banking Company, copy of approval under provisions of Banking Regulation Act is required OR
- c. For Branch/Unit in Special Economic Zone (SEZ), copy of the Certificate to establish a Branch/Unit in SEZ required.

For Project Office:

- a. Duly acknowledged copy of report stating project details made to RBI is required
- b. Project/Contract award letter and declaration in lieu of RBI permission for project
- c. Office and underlying document to confirm the category which is mentioned in declaration that the project is actually among the categories allowed.

In case you require any further information, please feel free to contact me.