

SOLE PROPRIETORSHIP

1. Commercial Registration Certificate issued by the Qatari Ministry of Finance, Economy and Commerce.
2. Legalized Power of Attorney (ies) for signatories not listed as authorized signatories in the C.R. from the Shariah Court / Justice Court / Land Registration Department or their name to be added on the CR.
3. Passports for non-Qataris/ I.D.s for Qataris of where shareholders signatures on the bank document should be exactly as per the I.D.s.
4. Introducer, Bank reference, or original six-month bank statement from the current banker(s) (if newly established company, please provide account statements of the partners).
5. Owner to sign on the Account opening documentation.
6. Specimen signature form

LIMITED LIABILITY CO

1. Commercial Registration Certificate issued by the Qatari Ministry of Finance, Economy and Commerce.
2. Commercial Registration Certificate or foreign equivalent for parent or partner company (if applicable)
3. Municipality Trade License.
4. Articles of Incorporation or the Memorandum and Article of Association and details of any alterations if any.
5. Legalized Power of Attorney (ies) for signatories not listed as authorized signatories in the C.R. from the Shariah Court or their name to be added in the C.R.
6. Passport copies for non-Qataris/ I.D.s for Qataris of where shareholders signatures on the bank document should be exactly as per the I.D.s.
7. Introducer, Reference from current Bank, or six months of bank statement from the current banker(s).
8. Company Stamp to be affixed on Account opening Documentation (if required by the Memorandum and Articles of Association).
9. Specimen signature form

BRANCH OFFICE OF A FOREIGN COMPANY

1. No Objection Letter Obtained from the Ministry of Economy and Commerce. This letter should state that the Ministry permits you to open an account with HSBC Bank Middle East, Qatar and is required if you wish to open the account prior to the completion of your commercial registration. We suggest you contact Mr Abdullah Al Emadi at the Ministry to provide this letter. His telephone number is +974 4945555
2. Copy of Ministry's Decree to exempt the company from Law No 13 of 2000 in respect of organizing the investment of non-Qatari capital in the economic activity (Original to be sighted)
3. Copy of Trade License issued by The Ministry of Municipal Affairs and Agriculture. (Original to be sighted by HSBC)
4. Commercial Registration of Parent Company or Certificate of Incorporation. **
5. Memorandum and Articles of Association for the Parent Company and details of any alterations. **
6. Board Resolution resolving opening of a branch in Qatar, appointment of HSBC Bank Middle East as the company's bankers with specific instructions to the bank regarding operations of the bank account. **
7. Power of Attorney appointing person(s) to be authorized to sign on behalf of the company in the bank, specifying his/her powers.**
8. Passport copies of all authorized signatories in Doha branch office (Original to be sighted, or certified true copy by a notary public or other HSBC offices)
9. Authorized signatories to sign on our account opening forms.
10. Company Stamp To be affixed on the Account Opening Documentation (if required by the Memorandum and Articles of Association)
11. Specimen signature form

BRANCH OFFICE OF A FOREIGN CONSULTANCY COMPANY

1. Two Registration Certificates
 1. Obtained from the Engineering Bureau in the Ministry of Municipal Affairs and Agriculture.
 2. Obtained from the Engineering Bureau, Professional Engineering Committee.
2. Commercial Registration Certificate of the parent company **
3. Memorandum and Articles of Association for the Parent Company and details of any alterations. **
4. Board Resolution resolving opening of a branch in Qatar, appointment of HSBC Bank Middle East as the company's bankers with specific instructions to the bank regarding operations of the bank account. **
5. Legalized Power of Attorney appointing person(s) to be authorized to sign on behalf of the company in the bank, specifying his/her powers.**
6. Passport copies of all authorized signatories in Doha branch office
7. Authorized signatories to sign on our account opening forms
8. Company Stamp To be affixed on the Account opening Documentation (if required by the Memorandum and Articles of Association)
9. Specimen signature form

Note:

* Please arrange to provide originals of all documents.

** If any of the documents or signatories are abroad, then document copies, signatures and Passport copies must be verified /certified by one of our HSBC offices or attested by the Notary Public, authenticated by Embassy of Qatar in the country of domicile and Ministry of Foreign Affairs in Qatar.

***Bank will accept only valid copies of the above-mentioned documents.

Account Opening Requirements



CLUB, SOCIETIES AND ASSOCIATIONS	
1.	Copy of Certificate issued by Qatari Ministry of Social Affairs and Housing.
2.	Copy of the Constitution or Bye-Laws.
3.	Power of Attorney, if applicable.
4.	Copies of identification pages of the passports of all signatories, or I.D. copy for Qataris, where signatures on the bank documents are as per the I.D.
5.	Authorized signatory(ies) to sign our account opening documents.
6.	Company Stamp to be affixed on Account opening Documentation.
7.	Signature Cards: One card to be completed for each signatory – this will be used for the verification of signatures.

UNDER ESTABLISHMENT COMPANIES (FOR CAPITAL DEPOSIT)	
1.	Letter addressed to HSBC issued by the Ministry of Commerce & Industry.
2.	Copy of the Memorandum & Articles of Association.
3.	Passport copies for Non Qatari's , ID's for Qatari's of where shareholders signatures on the bank document should be exactly as per the I.D.s.
4.	All Shareholders to sign A/c opening form.
5.	Introducer / Bank reference or six months statement from the current banker(s) (if newly established company, please provide account statements of the partners)..
6.	Signature Cards: One card to be completed for each signatory – this will be used for the verification of signatures.

Note:

*Please arrange to provide originals of all documents.

** If any of the documents or signatories are abroad, then document copies, signatures and Passport copies must be verified /certified one of our HSBC offices or attested by the Notary Public, authenticated by Embassy of Qatar in the country of domicile and Ministry of Foreign Affairs in Qatar.

***Bank will accept only valid copies of the above-mentioned documents.