

United Commercial Bank Limited

Branch Account Opening Form Personal Account

Date

(For Bank use only)

The Manager
United Commercial Bank Limited

Account No.

CIF

Branch

Dear Sir,

I/We hereby request you to kindly open an account in your branch as follows. I/We have furnished my or our account related and personal information in detail hereunder.

PART-1 : ACCOUNT RELATED INFORMATION

1. Account Title : (বাংলায়) _____

In English (Block Letter) _____

2. Type of Account (Mark ✓) Savings Current SND FC RFCN NFCN Others (Please Specify) _____

3. Currency (Mark ✓) Taka US Dollar Euro GB Pound Others (Please Specify) _____

4. Mode of Operation (Mark ✓) Singly Jointly Any One Either or Survivor Others (Please Specify) _____

5. Initial Deposit Amount (In number) _____ (In words) _____

6. Value Added Service (Mark ✓) Cheque Book Debit Card (Emboss Name _____) Others (Please Specify) _____

PART-2 : INDIVIDUAL INFORMATION¹

Account Number

(For Bank use only)

1. নাম (বাংলায়) _____

Name In English (Block Letter) _____

2. Date of Birth

3. Father's Name (Block Letter) _____

4. Mother's Name (Block Letter) _____

5. Spouse's Name (Block Letter) _____

6. Nationality _____ 7. Gender (Mark ✓) Male Female Third Gender

(If the account holder is a foreign citizen, then copy of the passport with valid VISA must be obtained)

8. Resident status (Mark ✓) Resident Non-Resident

(Instructions of Guidelines for Foreign Exchange Transactions will be followed by Bank if necessary)

9. Profession (In details) _____

10. Probable Monthly Income _____

11. Source of Fund (In details) _____

12. E-TIN (If any)

13. (a) Present Address (House, Street, Block, Sector) _____ Area/ Village _____

Post Office _____ Upazila/Thana _____ District _____ Post Code

Country _____ Phone/Mobile No. _____ E-mail _____

(b) Permanent Address (House, Street, Block, Sector) _____ Area/ Village _____

Post Office _____ Upazila/Thana _____ District _____ Post Code

Country _____ Phone/Mobile No. _____ E-mail _____

14. Identity Document : a. National ID No. _____

or, b. Passport No. / Birth Certificate / Others² _____ Expiry Date

1. If there is more than one account holder then each of the account holder's and if account holder is minor then the guardian of the account holder's (Father/Mother/ Legal Guardian) personal information form should be attached with the second part of the Account Opening Form as additional attachment.

2. Only for financial inclusion products any ID card acceptable to Bank will be considered.

Bank Official's Signature

23. The Customer can close Term Deposit in advance at any time (prior to maturity) by providing closing instruction in writing. In this case, UCB shall apply prevailing premature encashment policy for the respective Term Deposit product and adjust the interest rate, income tax & other duties (as applicable) from the principal amount.
24. The Bank reserves the right to change the product parameters including premature encashment policy at any time without prior notice.
25. In case of missed instalment of scheme, the Bank shall apply prevailing penal charge policy for missed instalment for the respective Scheme product.
26. Chequebook: The Bank reserves the right to destroy any chequebook issued against the Account but not collected by the Account Holder within 3 (three) months from the date of issue.
27. **Debit Card:**
- 27.1 Only account holders of United Commercial Bank Limited can apply for Visa/MasterCard Debit Card.
- 27.2 In these Terms and Conditions
- 'Bank' means United Commercial Bank Limited and its successors and assigns.
 - 'Visa/Master Acquires' mean, any bank or financial institution which is licensed by Visa/Master international to conclude agreements with merchants to accept VISA/Master cards of all description.
 - 'Card' means valid UCB Visa/Master Debit Card issued to a Card holder to avail of services and/or to punch use and/or to draw Cash Facilities by properly presenting the same at the Bank or other Visa/Master authorized acquires: ATM and or POS.
 - 'Cardholder' means the Cardholder stated above.
 - 'Customer' means the Cardholder stated above.
 - 'Account' means an account maintained by the Bank in the name of the Cardholder.
 - 'Agreement' means contract between Bank & Account Holder.
- 27.3 a. All transactions initiated by the Card, whether electronically or otherwise, using the Card will be debited from the Designated Account.
b. The Bank shall debit the Designated Account for the amount withdrawn from any of the Visa/Master Debit Automated Teller Machine (ATM) or POS transactions for good and services obtained from Visa/Master authorized merchants in Bangladesh by the use of the Card.
The Bank records generated electronically or otherwise, shall be deemed to be conclusive proof of the correctness of the transaction notwithstanding the fact that there exists no debit voucher signed by the cardholder to support transactions through the ATM.
c. In consideration of issuing the cards, the cardholder undertakes to indemnify the bank against all losses claims actions proceedings demands damages costs and expenses incurred or sustained by the Bank or whatever nature and howsoever ensuring out of or in connection with the issuance of the use of the card, provided only that the bank acts in good faith.
d. The bank shall have the right to charge the customer any fee for issuance and use of the card on a yearly basis.
- 27.4 The Bank reserves the right to limit the total cash withdrawal or goods and services purchased at Visa/Master authorized merchants by the cardholder during a 24 hour period.
- 27.5 The Card shall at all times, remain the property of the Bank and the Bank may in its unfettered discretion and without giving any reason to withdraw the Card or the services thereby offered or any part of such services at any time without any prior notice whereby the Cardholder will be responsible for returning the Card as per request from the Bank.
- 27.6 The Card and PIN are issued to the Cardholder entirely at the Cardholder's risk and the Bank shall bear no liability whatsoever for any loss, financial or otherwise, or damage whatsoever caused from this issue. The Bank shall not be responsible for any losses or damages or expenses whatsoever arising whether directly or indirectly as result of any transaction made with the Card and shall be indemnified by the Cardholder, against any such loss or damage.
- 27.7 The Cardholder shall not disclose the PIN to anyone. The Cardholder will be liable to the Bank for any and all transactions made by the use of the Card and hereby agrees to indemnify the Bank for any losses or damages howsoever caused by any unauthorized use of Card or PIN, unless the Bank has received notice in writing of any loss, damage or theft of the Card or disclosure of the PIN or to any unauthorized use of the Card or PIN for this purpose, use of the Card by a person who obtained possession of the Card with the consent of the Cardholder constitutes authorized use to the Card.
- 27.8 The Bank shall debit the Designated Account for all related charges with respect to the Card and the use thereof and the charges as may be announced from time to time by the Bank or other Visa/Master authorized acquires as the case may be, including charges for any replacement of the Card.
- 27.9 The Bank reserves the right to refuse an application of the issuance of a Card and to withdraw at any time and at its sole discretion all rights and privileges pertaining to the Card. The Bank shall not be responsible from any losses or damages or expenses whatsoever and howsoever arising whether directly or indirectly as a result of any malfunction of the Card or any of the Visa/Master Debit ATM, the insufficiency of funds in such a machine or otherwise.
- 27.10 The Bank does not warrant and will be responsible for the Card not being honoured for any reason whatsoever
- 27.11 In the event of replacement of the Card due to whatever reasons as requested by the Account holder, the Bank will levy a charge set by the Bank's Authority.
- 27.12 In the event of resetting PIN, the Bank will levy a charge set by the Bank's Authority.
- 27.13 Cardholder will not use this card for any illegal transaction or anything unlawful, under the law of Bangladesh.
- 27.14 The Card shall cease to be valid and the Bank shall be entitled to the immediate return to the Card in the event of
- Closure of the Designated Account
 - Death of the Cardholder
 - The Cardholder's authority to operate the Designated Account is terminated
 - The Cardholder ceases to be a customer of the Bank
 - The Bank requests for its return.
- 27.15 All notifications and/or questions concerning the use of the Card should be directed to the Branch Manager of the Cardholder's branch or the UCB Card Division.
- 27.16 All rules and regulations governing the operations or current and savings accounts will be applicable of the Card transactions relating to such accounts.
- 27.17 The Bank may at any time change terms and Conditions without prior notice to the Cardholder.
- 27.18 These terms and Conditions will stand amended if such amendments are necessitated by law. Government regulations or instructions issued by the Bangladesh Bank.
- 27.19 Fees and charges will be determined periodically by the Bank or other Visa/Master authorized acquires.
- 27.20 Cardholder may terminate this Agreement by serving 60 days prior notice to the Bank before its expiry.
- 27.21 In case of any act of God, war, riots, civil disturbances, changes of law over which the Bank has no control and when any such cases result in an impossibility for the Bank to perform this Agreement, the Bank may terminate this Agreement before its expiry without assigning any reasons whatsoever.
- 27.22 All disputes are subject to the jurisdiction of courts in Bangladesh only.
- 28 **Internet & SMS Banking**
- Use of UCB Internet/SMS Banking Service is subject to the following terms and conditions which set out the general rights and obligations of the User(s) and United Commercial Bank Ltd. in connection with the use of United Commercial Bank Ltd. Internet/SMS Banking Service.
- For the purpose of this document, "Internet/SMS Banking Services" refers to the Internet/SMS banking services provided by United Commercial Bank Limited through Internet/SMS or e-commerce banking such as balance enquiry, utility bill payment, fund transfer within the accounts of United Commercial Bank Limited services etc. or other services as may be made available by the United Commercial Bank Limited from time to time.
- "User", "he/she" and/or "his/her" means United Commercial Bank Limited's bank account holder(s) registered to use Internet/SMS Banking. "UCB" means United Commercial Bank Limited, a company duly incorporated under the Companies Act 1994 and a scheduled banking company licensed under the Banking Companies Act, 1991, having its Corporate Head Office at CWS (A) 1 Gulshan Avenue, Gulshan 1, Dhaka -1212 and its branches or its assigns in respect of which the service will be available.
- 28.1 APPLICATION FOR UCB Internet/SMS BANKING:
- 28.2 The User shall apply to UCB in the prescribed form for use of Internet/SMS Banking Services subject to the terms and conditions stated herein including any other terms and conditions as modified or inserted by UCB from time to time. UCB at its sole discretion may accept or reject any such applications. Once the application is accepted by UCB, these Terms & Conditions shall form the contract and govern the relationship between the User and UCB in relation to use of Internet/SMS Banking Services.
- By applying for Internet/SMS Banking for the first time, the User acknowledges and accepts these Terms & Conditions. Notwithstanding anything contained herein, all Terms & Conditions pertaining to the accounts shall continue to apply. In the event of any conflict between these Terms & Conditions and the Rules and Regulations governing the User(s) account with UCB. These Terms and Conditions shall prevail with regard to UCB Internet/SMS Banking.
- 29 **Internet/SMS BANKING USERS LOG IN ACCESS, PASSWORD & SECURITY PROCEDURES**
- 29.1 UCB will provide the User with unique User Identification Number ("User ID") and a temporary Password in the first instance through email. The User(s) hereby authorizes and instructs UCB to email him/her the User ID and Password relating to his/her access/log-in to the Internet/SMS Banking Services to the email address given in the application at his/her own risk and responsibility. The User shall not be liable for any non-delivery or miss-delivery of User ID or Password unless such non-delivery is caused due to wilful misconduct of the Bank.
- 29.2 The User shall log in to the Internet/SMS banking by using the User ID and Password. As a safety measure, the User shall immediately change Password upon his/her first login. User is requested to change his/her Password frequently thereafter to avoid any possible hacking, inherent risk or misuse/fraudulent use of his/her account.
- 29.3 The User acknowledges that the Login ID (User ID) and the Password shall act as User's authorized signature. This signature authorizes and validates directions given just as an actual written signature does.

- 29.4 User is therefore responsible for maintaining the confidentiality and secrecy of User ID and Password. User should not under any circumstances disclose his/her User ID and/or Password to anyone, including anyone claiming to represent the Bank or to someone giving assistance on a technical helpdesk in connection with the service. It is clearly understood that Bank employees do not need Password for any reason whatsoever. Bank shall not be held liable in any manner or in any form whatsoever in case of any unauthorized or fraudulent use of the User's account through Internet/SMS Banking Services or for loss, misplace or fraudulent use of the User ID and Password.
- 29.5 If User gives or shares his/her Password to anyone or fails to safeguard its secrecy, he/she does so at his/her own risk because anyone with User Password will have access to his/her accounts.
- 29.6 If User forgets the Password, he/she has to request for issue of a new password by sending a written request to UCB.
- 29.7 If User's password is lost or stolen, or is known by another individual, he/she must notify UCB in writing immediately. UCB upon receipt of written request from the User shall at the earliest stop operation of the Internet/SMS Banking Services of the respective User account. If bank receives any information orally or in written from anyone including the user, bank may immediately suspend the services in good faith for the safety and security of the user.
- 29.8 The User agrees and acknowledges that UCB shall in no way be held responsible or liable if the User incurs any loss as a result of information being disclosed by UCB regarding his Account(s) or carrying the instruction of the User pursuant to the access of the Internet/SMS Banking and the User shall fully indemnify and hold harmless UCB in respect of the same.
- 29.9 User hereby acknowledges and understands the inherent risk of using Internet/SMS and availing the Internet/SMS Banking Services and accordingly shall take all necessary precautions at his/her end to safeguard himself/herself from such risk. Bank shall not be held liable in any form whatsoever if the User suffers any loss or damages due to such inherent risk of Internet/SMS Banking Services unless such loss or damage is caused due to willful negligence of the Bank.

30. SERVICE SOFTWARE & HARDWARE REQUIREMENTS

- 30.1 User is solely responsible for the maintenance, installations and operation of User's computer and for the software used in accessing Internet/SMS Banking.
- 30.2 UCB shall not be responsible if the Internet/SMS Banking System does not work properly or the service is interrupted due to failure of electronic or mechanical equipment or communication lines, telephone or other interconnect problems, normal maintenance, unauthorized access, theft, operator errors, severe weather, earthquakes, floods and strikes, or any other causes beyond the reasonable control of the Bank.

31. CHARGES

- 31.1 UCB shall initially provide the Internet/SMS Banking Services at free of cost. However, UCB reserves the right to change and recover from the User(s) service charges, as may be fixed by UCB from time to time. The User hereby authorizes UCB to recover such charges from his/her account(s).
- 31.2 Charges are subjected to change from time to time at UCB's discretion.

32. UNAUTHORIZED/ FRAUDULENT ACTIVITIES

- 32.1 Upon obtaining User ID and Password, User is requested to check the list of his/her accounts with UCB. If any of User account is missing, please inform this to UCB immediately. If a third party account is linked to User's ID, please inform this to UCB also. Do not access it or do not perform any transaction on that account. Such activity, if done, will be treated as fraudulent activity. If User believes unauthorized transactions are being made with his/her account, he/she should change the Password immediately and notify the UCB.
- 32.2 The User should check the Statements for all of his/her accounts for any unauthorized transaction. In case of any discrepancy in details of any transactions carried out in respect of the account, in that event User should immediately inform UCB in writing.
- 32.3 Bank's only responsibility would be to use its best efforts to prevent such unauthorized transaction if already not been made.
- 32.4 PRECAUTIONARY NOTE:

ON-LINE FUND TRANSFER

33. User shall be responsible for all transfers transactions. Fund Transfer can be made only from User account to another account held with any other Bank.

UTILITY BILL PAYMENT

34. The Utility Bill Payment services is only available to Users of the UCB Internet/SMS Banking Service and shall cover all the utility bill payments of different utility service provider(s) (Billers) as mutually agreed between UCB and the utility service provider(s).
- 34.1 The User should accept that he/she will be responsible for putting in the correct account number and transaction amount for the fund transfer request. In such case, UCB will not be liable for any erroneous transactions incurred arising out of or relating to the User entering wrong account number and amount.
- 34.2 Upon UCB decision, there will be a transaction amount limit though Internet/SMS banking. Maximum amount of transaction limit can be subject to change from time to time at UCB's discretion.
- 34.3 Any transaction made after working hours or on public/bank holidays, the transaction value date will be the next working day.
- 34.4 No transaction is allowed from a non-convertible taka account to a convertible account.
- 34.5 In addition to the terms and conditions stated above, the existing policy of the Bank (including amendments from time to time) regarding Bill Collection shall also be applicable for Bill Collection so far it does not contradict with the provisions stated herein. The policy of the Bill Collection shall be available from the branches of the Bank.
- 34.6 Payment amount must be accurate as per the Bill. Any less payment or higher payment is the sole responsibility of the User and the Bank shall not held liable for any losses, damages or disconnection of utility services due to payment of less amount or whatsoever.
- 34.7 This agreement does not bind UCB as an agent of Utility agency. UCB shall not be held responsible for disconnection of the utility service for any reason by the utility service provider.

34.8 MAINTENANCE OF SUFFICIENT FUND

35. The User shall ensure that there are sufficient funds (or prearranged credit facilities) in his/her account for transactions through the Internet/SMS Banking. All instructions of the User shall be carried out subject to sufficient fund in the respective accounts.
- 35.1 UCB shall not be liable for any consequences arising out of its failure to carry out the instructions due to inadequacy of funds.

35.2 ANTI MONEY LAUNDERING

36. User should agree and confirm that he/she will not use this Internet/SMS Banking facility for money laundering, illegal, unlawful purpose.
- 36.1 User shall fully comply with the laws related to the money laundering and shall not use the Internet/SMS Banking services for any anti-terrorism or anti-state activities.
- 36.2 UCB reserves the right to demand explanation from the User regarding any matter pertaining to money laundering and anti-terrorism law of the country.

36.3 PROPRIETARY RIGHTS

37. The User acknowledges that the software underlying the Internet/SMS Banking as well as other Internet/SMS related software which are required for accessing Internet/SMS Banking are the legal property of the respective vendors or UCB as the case may be.
- 37.1 The permission given by UCB to access Internet/SMS Banking will not convey any proprietary or ownership rights in such software.
- 37.2 The User shall not attempt to modify, translate, disassemble, decompile or reverse engineer the software underlying Internet/SMS Banking or create any derivative product based on the software.
- 37.3 User shall keep all information whether of the User, UCB or any other third party/customer derived from the Internet/SMS Banking Services in order to prevent unauthorized transaction through Internet/SMS Banking Service, Users are advised to strictly maintain the following:
1. The User ID and Password should not be written anywhere accessible to third party including his/her family members.
 2. User should make sure that no one is physically watching the passwords when he/she is Logging in.
 3. It is important to remember to click 'Log out' after completing his/her Internet/SMS Banking session.
 4. User should not leave his/her PC unattended with the browser running and a valid user name and Password cached as in such case anyone can gain access to the account, strictly confidential and shall disclose to any third party without prior written consent of UCB.

GOVERNING LAW

38. These Terms and/or the operations in the Accounts of the User shall be governed by the Laws of Bangladesh, in force.
- 38.1 UCB may, in its absolute discretion, commence any legal action or proceedings arising out of breach or violation of any of the Terms for Internet/SMS Banking in any other court, tribunal or other appropriate forum irrespective of the place from where the User access the Internet/SMS Banking Services, and the User hereby consents to that jurisdiction.
- 38.2 Any provision of the Terms for Internet/SMS Banking which is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of prohibition or unenforceability but shall not invalidate the remaining provisions of the Terms or effect such provision in any other jurisdiction.
- 38.3

FORCE MAJEURE

39. If for any reason beyond its control including but not limited to system error, network problem, strikes, labor disputes, accidents, governments requisition, restrictions or regulations on travel, hospital operation, political disturbances, acts of war, acts of God, Which may hamper to provide regular and normal service and unable to perform its obligations under this agreement, that case UCB shall not be responsible at anymore.

CHANGES OF TERMS

40. UCB shall have the absolute discretion to amend or supplement any of the Terms at any time and will attempt to give prior notice of fifteen days for such changes wherever feasible. Such change to the Terms shall be communicated to the User. By using any new services as may be introduced by UCB, the User shall be deemed to have accepted the changed Terms.

