

### **Documents submission**

- 1) A brief introduction about the business and how it's operates
- 2) Provide an estimated one-year revenue forecast (Turnover) that you are anticipating to generate from this service
- 3) Required documents as per the type of the legal entity

### **Proprietorships**

- Copy of the business registration
- Copy of the NIC of the business owner

### **Partnership**

- Copy of the business registration
- Copies of the NIC of the business partners

### **Limited Liability**

- Copy of the certificate of Incorporation
- Board resolution (Attached is the standard format)
- Articles of association
- Copies of the NICs of the directors/office bearers
- Application for registration of a company (Form 1)
- Changes of directors/ secretary (form 20/ form 48) – Only if applicable

### **Charity / NGO**

- A description on the purpose of obtaining funds and how it is used to achieve overall organizational objectives
- NGO secretariat registration.
- Copies of the NIC/ passport and the Visa, if there's any foreigners available in the director board or authorized signatories.
- Meeting minutes of the general meeting which has been decide to obtain IPG facility from Seylan Bank PLC