



# How to Open a Bank Account



Prepare your documents before meeting with the bank!

- **A copy of the draft of the company by-laws, certified as true and up-to-date by one of the founding members**
- **For the Shareholder Company:**
  - Certificate of incorporation
  - Articles of association / By-laws
  - Board resolution appointing the legal representative who is empowered to bind the company solely
  - Latest financial statements
- **Identification Document** for all authorized signatories and the legal representative (Valid Passport or National Identity Card)
- **Financial forecasts** / business plan
- Proof of the **registered office** of the French company (lease, domiciliation contract)
- **Group Organizational Chart** signed by the legal representative describing the shareholder structure until the **UBO** (Ultimate Beneficial Owner) with each percentage.
- **W9 form** (for US citizens)