

EMPLOYEE BENEFIT ADMINISTRATION ACCOUNT

Documentary Requirements

Government Customers

- Charter and/or law creating the government corporation/ office/ agency or Executive Order/ Department Order creating the government entity
- Duly Notarized Board Resolution/Secretary's Certificate containing the following:
 - Appointment of LANDBANK – Trust Banking Group as Trustee for the retirement benefit
 - Designated officers authorized to transact with regards to the account
- Photocopy of a government issued identification document of each designated officer
- Copy of approved retirement plan rules
- Actuarial valuation study
- BIR Tax Exemption Certificate (If available)

Forms to be provided by LBP-TBG:

- Client Information Sheet and Specimen Signature Card (CISSC) for Government Customer*
- CISSC of the authorized signatories*
- Specimen Signature Card (SSC) of the authorized signatories
- Client Suitability Assessment (CSA)
- Reclassification of Risk Profile (If applicable)
- Risk Disclosure Statement (RDS)
- Investment Policy Statement (IPS)
- Trust Agreement

* Pursuant and in compliance with AMLA Section X806.2.a. and LANDBANK's policy on Know Your Client(KYC), all information in the Client Information and Specimen Signature Card (CISSC) should be completely filled-out

The account shall only be opened upon submission of complete documentary requirements.

Contact Us

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