



CORPORATE ACCOUNT OPENING FORM				
CDA CODE	CDS ACCOUNT NUMBER (NEW/E	XISTING)		
COMPANY DETAILS				
PLEASE FILL DETAILS IN BLOCK				
Registered Name*				
Investor Category* (Tick as applicable) Local Cor	mpany (LC) Foreign Company	(FC) East Af	rican Company (EC)	
Registration Number*		Date of Registratio	n*	
Country of Registration*	Physical Location (To	wn/City)*		
Physical Location (Plot/Building Name)	Physical Locati	ion (Road/Street)		
KRA PIN*	Posta	l Address		
Postal Code Tow	ın Telepi	hone Number*		
Email Address*				
Source of Investment Funds*				
LIST OF PERSONS WITH 10% OR MORE	SHAREHOLDING OR LIST OF PARTI	NERS OR TRUSTEE	S	
Name Nationality	Occupation/ Physical Address	Telephone	Email Address	
	Business Activity	Number		
TAX STATUS				
_				
Tax Exempt* Yes	No (If Yes, please attac	ch a copy of your tax	x exemption certificate)	
PAYMENT DETAILS (DIVIDEND DISPOSA	AL AND PROCEEDS OF SALE)			
(Tick where applicable)	Domestic Bank		International Bank	
BANK DETAILS				
Account Name				
Account Number Bank Name Bank Name				
Branch Code (Domestic Banks) Bank Swift Code (International Banks)				
Currency (International Banks) EURO USD GBP KES USH TZSH RFRANC				

Indicate any other currency





SIGNATORT DETAILS	
PLEASE FILL DETAILS IN BLOCK	
Surname* Designation ID/Passport Number* ID Type* (Tick as applicable) National ID East African ID Passport Alien ID Date of Birth* Date of Birth* Country of Residence*	INSERT COLOR PASSPORT PHOTO
Postal Address Postal Code City/Town City/Town	
Telephone Number* Country Code	
Email Address*	
Physical Residential Address (County/State, Estate/Court, Road/Street House/Flat Number)	
SIGNATORY DETAILS (IF APPLICABLE)	
PLEASE FILL DETAILS IN BLOCK	
Surname* Other Names* Other Nam	INSERT COLOR PASSPORT PHOTO
Telephone Number* Country Code	
Email Address*	
Physical Residential Address (County/State, Estate/Court, Road/Street House/Flat Number)	
ARE YOU OR ANY OTHER PERSON CONNECTED WITH THE APPLICATION CLASSIFIED AS A POLEXPOSED PERSON (P.E.P) OR CONNECTED TO A P.E.P? (TO BE FILLED BY THE DIRECTORS) YES NO Seeify the name of the person and the relationship.	.ITICALLY
just apassi, and harmout the person and the relationship.	





CLIENT DECLARATION

- 1. I/We certify that the information I/we have provided on this form and the documents I/we have attached are true, accurate and complete, and authorize CDSC to make any inquiries necessary in connection with the information I/we have provided in this form.
- 2. I/We accept and agree to be bound by the Terms and Conditions for opening and maintaining a securities account, as amended from time to time.
- 3. I/We declare that I am/we are the (Beneficial Owner Legal Owner) of this CDS Account (tick as appropriate).
- 4. I/We understand that any false or misleading information limits your ability to promote my/our right to privacy and when intentional, is a punishable criminal offence under the Laws of Kenya.
- 5. I/We certify that I/we have carefully read the Privacy Notice attached to this form and I/we understand why you collect my/our personal information and how you safeguard our privacy.
- 6. I/We authorize CDSC to use the information collected in this form to open and maintain my/our securities account and for other related purposes.
- 7. I/We will notify CDSC or my/our CDA of any change of my/our information presented in this form and the documents I/we have attached.
- 8. I/We understand that CDSC may charge fees related to maintaining of the securities account and I/we shall be liable for the fees charged for the operating the securities account.
- 9. I/We confirm that the funds used in the investment in securities are not arising out of proceeds of crime, money laundering and/or any illegal activities.
- 10. I/We indemnify CDSC against any claims arising out of the provision of any false or misleading information or for any costs or loss arising out of my/our conduct of the account.

Name of Signatory	Signature	Date
	INSERT SIGNATURE	D D M M Y Y Y Y
Name of Signatory	Signature	Date
	INSERT SIGNATURE	
COMPANY STAMP/SEAL		

CDA SECTION

CDA DECLARATION

I hereby certify that I have verified the above information and that:

- 1. This form has been signed in my presence.
- 2. To the best of my knowledge and information, the name of the securities account holder as it appears on the account opening form refer to one and the same person/entity.
- 3. The person signing the account opening form has the proper authority to do so and I have examined the necessary documentary evidence.
- 4. We indemnify CDSC against any claims arising out of the failure to verify any information provided by the account holder.

Witnessed and verified by		
Designation	Signature	Date
	INSERT SIGNATURE	D D M M Y Y Y Y





CDA	A SECTION (continued)		
Auth	orized by		
Desic	gnation	Signature	Date
		INSERT SIGNATURE	D D M M Y Y Y
CDA	Stamp		
Atta	chment checklist (certified copies):		
	Certified copy of Certificate of Incorporation/Reg Certified copy of ID/passport copies of Directors Certified copy of KRA PIN Certificate 1 passport photo of each Director/Signatory Proof/details of bank accounts: either a bank sta A copy of the latest annual returns submitted in which it is established	s/Signatories stement, copy of cheques leaf, pho	
For C	Companies		
	CR 12 or Memorandum and Articles of Associati	on for Companies	
	A Directors Resolution to open and operate the account will be operated and naming the signate		g mandates with which the
	List of Beneficial Owners with their shareholding	J	
For T	Frust		
	A certified copy of the Trust Deed		
	Trustees resolution to open and operate a CDS on behalf of the trust		
	Name of the trustees, beneficiaries or any other	natural person exercising ultimate	effective control over the trust
For F	Partnership		
	Local Authority Business Permit		
	The Partnership deed		
	Partners' resolution to open and operate a CDS on behalf of the trust	account and the resolution appoin	ting authorized officer(s) to act
For C	Other Business establishments		
	Local Authority Business Permit		
	For foreigners, All documents and attachments s	should be notarized/ locally certifie	d by a notary public/embass.



P.O. BOX 45465 – 00100, Nairobi 14th Floor, Finance House Loita Street, Nairobi.

info@drummond.co.ke / customerservice@drummond.co.ke

CORPORATE ACCOUNT OPENING FORM

This form is for internal use by Francis Drummond. It is required to comply with the Proceeds of Crime and Anti-Money Laundering Act (POCAMLA) Regulations, 2023; CDSC, CMA, CFT, FATCA/CRS; and the Data Protection Act (Kenya). Please complete all applicable sections truthfully and provide supporting documentation where requested.

COMPANY DETAILS					
BUSINESS ACCOUNT (T	o be completed in BLOCK LE	TTERS)			
Name of Business:	me of Business:Cert. of Incorp/Reg. No				
			Date of incorp /Reg		
Particulars of significa	nt stakeholders (Directors/S	hareholders v	vith at least 1	0% ownership),	if the space below is
inadequate, attach a c	opy of the additional particu	ılars.			
Stakeholder's Name	(Individuals or company)	Identificatio	n	Ownership %	Nationality
INVESTOR PROFILING					
•	(Tick all that apply). What and $($ protect my money $) \square$ Incor	•	•		
☐ Growth (medium–lo	ng term appreciation) □ Spe	culation (high	-risk, high-retu	urn opportunities	5)
☐ Retirement Planning	; □ Education Planning □ Ot	her:			
Risk Appetite (tick one): ☐ Low Risk ☐ Moderate	e Risk 🔲 Hi	gh Risk		
Years of investment ex	xperience: □ None □ 1–3 y	/ears □ 3–5	years □ 5+ y	ears ears	
How would you react i	f your investment drops by 2	20% in a short	time?		
☐ Sell immediately to d	cut losses	for recovery	☐ Buy more	e (see it as an op	portunity)
How would you react i	f your investment drops by 2	20% in a short	time?		
☐ Sell immediately to o	cut losses	for recovery	☐ Buy more	e (see it as an op	portunity)
Preferred investment I	norizon:				
☐ Short-term (less than	n 1 year) 🗆 Medium-term	(1–5 years) [☐ Long-term (5+ years)	



P.O. BOX 45465 – 00100, Nairobi 14th Floor, Finance House Loita Street, Nairobi.

info@drummond.co.ke / customerservice@drummond.co.ke

SOURCE OF FUNDS			
Primary revenue stream	s (tick all that apply):		
☐ Sale of goods. ☐ Pro	ovision of services. Investment	nts / Trading.	
☐ Grants / Donations (fo	or NGOs/charities). \square Other (ple	ease specify):	
Expected funding source	es for this account (tick all that a	ipply):	
☐ Capital injection from	shareholders	venues	g/loans
☐ Other (please specify)	:		
Supporting documents (please attach where applicable):	
Audited financial sLatest bank statemShareholder contri	ents		
Expected transaction siz	e (monthly/annually):		
Transaction Size: Up	to 500,000 🗆 500,000 - 10 mi	lion 🛘 10 million - 50 million	☐ Over 50 million
Do you expect large one	-off deposits? ☐ Yes ☐ No		
If yes, please state sou	rce:		
DECLARATION & CONSI	ENTS		
We/ I hereby			
understood and underta the collection, processin	information we/I have given about the tocomply, observe and be boug, and sharing of my personal datases of particulars or information	ound by the terms and condition to the Data in accordance with the Data	ons set out herein. I consent to a Protection Act. Undertake to
Name:	Designation:	Signature:	Date: DDMMYYYY
Name:	Designation:	Signature:	Date: DDMMYYYY
Name:	Designation:	Signature:	Date: D D M M Y Y Y Y
Name:	Designation:	Signature:	Date: DDMMYYYY



P.O. BOX 45465 – 00100, Nairobi 14th Floor, Finance House Loita Street, Nairobi.

info@drummond.co.ke / customerservice@drummond.co.ke

OFFICIAL USE ONLY		
Name of Staff / Agent	Agent Code:	
Signature:	Date: D D M M Y Y Y Y	
Checked by:	Signature:	
Authorised by:	Signature:	
CUSTOMER INFORMATION CHECKLIST		
☐ Valid identification documents obtained and	\square Photographs obtained/captured and authenticated.	
authenticated (IDS, Passport, Company/Individual KRA PIN).	☐ Alteration countersigned.	
☐ Clear document copies, complete & duly certified ☐ Each valid nationality identification document obtained and verified.	\square Contact information has been obtained.	
	☐ Sources of income/funding obtained and verified. /Current Audited Financial Statement	
☐ Business information obtained	☐ Resolutions obtained.	

Terms & Conditions for Francis Drummond & Co Ltd Last updated: 14 July 2025

Licensed Stockbroker: Francis Drummond & Company Ltd is incorporated in Kenya and is licensed and regulated by the Capital Markets Authority (CMA) under the Capital Markets Act (Cap 485A) and is a Trading Participant of the Nairobi Securities Exchange (NSE) and a Central Depository Agent of the Central Depository & Settlement Corporation (CDSC).

IMPORTANT NOTICE — These Terms & Conditions ("Terms") constitute a legal agreement between Francis Drummond & Co. Ltd ("FD & Co.") and the Client. They set out the basis on which FD & Co. will open and operate a securities trading account for the Client and execute transactions in securities and other capital markets products. Nothing in these Terms should be construed as investment advice. Clients should seek independent professional advice where necessary. BY SIGNING THE ACCOUNT OPENING FORM OR INSTRUCTING ANY TRANSACTION, THE CLIENT CONFIRMS ACCEPTANCE OF THESE TERMS, WHICH SHALL FORM A LEGALLY BINDING AGREEMENT.

- 1. Definitions & Interpretation
- 1.1 "Account" means any securities trading, nominee, custodian, margin, or cash account opened and maintained by Francis Drummond & Co. Ltd. in the Client's name.
- 1.2 "Applicable Law" means all laws, regulations, rules, directives, notices, and guidelines issued by any competent authority (including the CMA, NSE, CDSC, Financial Reporting Centre, and Kenyan courts) that govern the provision of the Services.
- 1.3 "Business Day" means a day (other than Saturday, Sunday, or a public holiday) on which commercial banks and the NSE are open in Kenya.
- 1.4 "Client" means the individual or entity that has executed the Account Opening Form and to whom the Services are provided.
- 1.5 "Loss" includes any loss, damage, cost, charge, expense, or liability of whatsoever nature.
- 1.6 "Politically Exposed Person (PEP)" means an individual who is or has been entrusted with prominent public functions, including heads of state or government, senior politicians, judicial or military officials, senior executives of state-owned corporations, and important political party officials, and their immediate family and close associates.
- 1.7 "Client Money" means money of any currency that FD & Co. receives from or holds for or on behalf of a client in the course of providing Services.
- 1.8 "Margin Account" means an account under which the Client trades using leverage or borrowed funds provided by FD & Co., subject to a separate margin agreement.
- 1.9 References to the singular include the plural and vice versa;headings are for convenience only and shall not affect interpretation.2. Scope of Services
- 2.1 Francis Drummond & Co. Ltd. will, subject to these Terms and Applicable Law, provide some or all of the following ("Services"):
- a.) Execution and settlement of purchase and sale orders in listed equities, bonds, collective investment schemes, derivatives, and other products approved by the CMA;
- b.) Nominee and custodial services for securities;
- c.) Corporate-action initiating (dividends, rights issues, bonus issues, proxies, etc.);

- d.) Research, market data, and other informational materials (non-personalised):
- e.) Margin financing or securities lending (where separately agreed); and
- f.) Any ancillary services agreed in writing.
- 2.2 Francis Drummond & Co. Ltd may appoint sub-custodians, depositories, agents, or counterparties in any jurisdiction and on such terms as it deems fit.
- 3. Account Opening & Verification (KYC/AML)
- 3.1 The Client shall complete the prescribed Account Opening Form and provide all documents reasonably requested by FD & Co. to provide Know-Your-Customer (KYC), Anti-Money Laundering (AML), and Counter-Terrorist Financing (CFT) requirements under the Proceeds of Crime and Anti-Money Laundering Act (POCAMLA), and any other Applicable Law or guidelines issued by the Financial Reporting Centre or CMA.
- 3.2 The Client shall provide a declaration confirming whether they or any connected person is a Politically Exposed Person (PEP), as defined under Kenyan law and international best practices.
- 3.3 The Client shall disclose and provide supporting documentation regarding the source of funds or wealth used for investments or transactions conducted through the Account.
- 3.4 FD & Co. may decline to open an Account or to effect any transaction without giving reasons
- 3.5 The Client undertakes to promptly notify FD & Co. in writing of any change to the information supplied, including their PEP status or source of funds, and to provide updated documents on request.
- 3.6 FD & Co. maintains a risk-based client classification framework and may conduct periodic reviews. Client records shall be retained for a minimum of 7 years or as otherwise required by Applicable Law.
- 4. Politically Exposed Persons (PEPs) & Source of Funds
- 4.1 PEP Declaration: The Client agrees to declare whether they, any beneficial owner, trustee, or authorized signatory related to the Account, is or has ever been a Politically Exposed Person (PEP), as defined under Kenyan law and applicable international standards.
- 4.2 Monitoring and Ongoing Due Diligence: FD & Co. reserves the right to conduct enhanced due diligence on accounts associated with PEPs or persons closely related to PEPs, including close family members or close associates.
- 4.3 Source of Funds/Wealth: The Client agrees to fully disclose, upon account opening and when requested thereafter, the source of funds or wealth used for transactions or funding of the Account.
- Documentation may include pay slips, business income records, bank statements, title deeds, inheritance records, or any other supporting evidence reasonably required by FD & Co.
- 4.4 Refusal or Termination of Services: FD & Co. may, at its sole discretion, refuse to open or maintain an account, or process any transaction, if it is not satisfied with the information provided on the source of funds or PEP status, or if continuing the relationship poses compliance, legal, or reputational risks.
- 4.5 Reporting Obligations: FD & Co. may disclose Client information to the Financial Reporting Centre or other competent authorities without prior notice, where required to do so by law or regulation.
- 5. Instructions & Execution of Orders
- 5.1 The Client may give trading instructions in person, by email, online trading platform, or any other method approved by FD & Co.

- 5.2 FD & Co. shall require written confirmation before acting on any instruction.
- 5.3 All orders are executed on a best-execution basis subject to market conditions, system availability, price limits, and Applicable Law. FD & Co.'s Order Handling and Best Execution Policy is available upon request or via its website.
- 5.4 FD & Co. does not guarantee execution at any specific price or within any specific time.
- 5.5 Once submitted to the market, an order may only be amended or cancelled to the extent permitted by the NSE trading system.
- 5.6 FD & Co. may aggregate the Client's orders with those of other clients or for its account where it reasonably believes this is unlikely to disadvantage the Client.
- 6. Fees, Commissions & Charges
- 6.1 The Client shall pay the brokerage commission, CDSC levy, NSE levy, CMA levy, and any other taxes or charges applicable to each transaction, at the prevailing rates published by FD & Co. or notified to the Client from time to time
- 6.2 All fees are exclusive of VAT or any similar tax, which shall be payable by the Client
- 6.3 FD & Co. may debit any Account or retain any cash balance or sale proceeds to settle outstanding fees. Interest on overdue amounts accrues at the prevailing market interest rates per month until payment is received in full.
- 7. Custody of Client Assets & Client Money
- 7.1 All dematerialized securities shall be held in the Client's name in the central depository as elected by the Client and permitted by Applicable Law.
- 7.2 Cash balances awaiting investment or withdrawal may be held in pooled client bank accounts designated as "client accounts" in accordance with the Capital Markets (Client Money) Regulations.
- 7.3 Interest (if any) earned on client money will be credited to the client's account.
- 7.4 FD & Co. shall conduct daily reconciliations of client money and monthly reconciliations of client securities in accordance with the Capital Markets (Client Money) Regulations. In the event of a shortfall, FD & Co. shall notify affected clients and act promptly.
- 8. Statements & Confirmations
- $8.1\,a)\,FD\,\&\,Co.$ will issue the client statement by the end of the next business day following trade execution.
- b) FD & Co. will issue client contract notes by the end of the next Business Day following trade execution, in electronic or paper form upon the client's request.
- 8.2 Monthly statements of account and holdings will be provided within seven (7) Business Days after the month-end.
- 8.3 The Client must review all confirmations and statements promptly and notify FD & Co. in writing of any discrepancy within five (5) Business Days; failing which they shall be deemed accurate and binding.
- 9. Risk Disclosures
- 9.1 Investment in securities involves risk, including possible loss of principal. Past performance is not indicative of future results.
- 9.2 Securities may be illiquid or volatile; prices can move rapidly, and investors may not be able to sell when desired.
- 9.3 Political, economic, regulatory, and currency risks may adversely affect investments.

- 9.4 Where the Client trades on margin or uses leverage, losses may exceed the initial capital invested.
- 9.5 The Client affirms that they have read and understood the Risk Disclosure Statement, and by signing the Account Opening Form, the client acknowledges receipt and understanding of the Risk Disclosure Statement attached hereto.
- 10. Conflicts of Interest & Best Execution
- 10.1 FD & Co. maintains policies to identify, mitigate, and disclose conflicts of interest that may arise between FD & Co., its affiliates, and clients.
- 10.2 FD & Co. may trade for its own account or the accounts of affiliates, and such trading may affect market prices.
- 10.3 Subject to Applicable Law, FD & Co. may pay or receive brokerage, commissions, fees, or rebates to or from third parties.
- 11. Representations, Warranties & Covenants of the Client
- 11.1 The Client represents, warrants, and undertakes that:
- a.) They have full legal capacity and authority to enter into these Terms and perform their obligations;
- b.) All funds and assets used to fund the account are derived from lawful sources and in accordance with the Anti-Money Laundering laws.
- c.) All information provided is true, complete, and not misleading;
- d.) They have made their own independent assessment of each transaction and do not rely on any statement or representation by FD & Co.
- e.) They will comply with all Applicable Law, including disclosure obligations for substantial shareholdings or insider-dealing prohibitions; and
- f.) They will immediately inform FD & Co. of any material change in circumstances.
- 12. Electronic Communications & Online Platforms
- 12.1 FD & Co. have in place available online or mobile trading platforms, research portals, or other electronic services.
- 12.2 Access credentials are personal to the Client and must be kept secure. The Client is responsible for all instructions submitted using their credentials.
- 12.3 Electronic services are provided on an "as-is" and "as-available" basis.
- 12.4 FD & Co. is not liable for any loss arising from delays, errors, or omissions in electronic transmission beyond its reasonable control.
- 12.5 The client shall immediately notify FD & Co. of any loss or compromise of access credentials.-
- 13. Liability & Indemnity
- 13.1 Neither FD & Co. nor its directors, employees, or agents shall be liable for any Loss suffered by the Client except where the loss is caused by FD & Co.'s gross negligence, willful misconduct, or fraud.
- 13.3 The Client shall indemnify FD & Co. against any Loss arising out of (i) the Client's breach of these Terms, (ii) any third-party claim relating to the Account, or (iii) FD & Co. acting on any instruction reasonably believed to be from or authorized by the Client.
- 14. Complaints & Dispute Resolution
- 14.1 Complaints should be addressed in writing to the Customer Service Manager, FD & Co., P.O. Box 45465 00100, Nairobi, Kenya or by email to customerserivce@drummond.co.ke or info@drummond.co.ke

- 14.2 FD & Co. will acknowledge receipt of the complaint within five (5) Business Days and endeavour to resolve the complaint within thirty (30) days
- 14.3 Before escalating a dispute to the CMA or the Capital Markets Tribunal, the parties shall in good faith attempt to resolve the issue through formal mediation.
- 14.4 If the Client is dissatisfied, they may refer the matter to the CMA Complaints Unit or the Capital Markets Tribunal in accordance with Section 34A of the Capital Markets Act.
- 15. Data Protection & Confidentiality
- 15.1 FD & Co. will process personal data in accordance with the Data Protection Act, 2019 and its Data Privacy Notice (available on request). 15.2 The client has the right to access, correct, or request for an account closure.
- 15.3FD& Co. will treat all information relating to the Client and the Account as confidential, save that it may disclose such information to regulators, auditors, or as otherwise required by law.
- 16. Taxation
- 16.1 The Client is solely responsible for the payment of all taxes (including capital gains tax, withholding tax, stamp duty, or any other levies) arising from transactions in the Account where applicable.

 16.2 FD & Co. may withhold taxes and remit them to the Kenya Revenue Authority (KRA) or other competent authority where applicable.
- 17. Amendments
- FD & Co. may amend these Terms by giving the Client at least thirty (30) days' written notice.
- 18. Termination
- 18.1 Either party may terminate these Terms/agreement/engagement after the issuance of a thirty (30) day written notice.
- 18.2 FD & Co. may terminate immediately if the Client is in material breach, becomes insolvent, or poses AML/CFT concerns.
- 18.3 Termination shall not affect rights or obligations accrued prior thereto. The Client must settle all outstanding fees and provide transfer instructions for any securities or cash balances within ten (10) Business Days.
- 19. Force Majeure
- 19.1 FD & Co. is not liable for any failure or delay in performing its obligations due to events beyond its reasonable control, including but not limited to acts of God, war, terrorism, riots, strikes, power failure, or systems outage.
- 20. Governing Law & Jurisdiction

These Terms are governed by and construed in accordance with the laws of the Republic of Kenya. The parties submit to the exclusive jurisdiction of the Kenyan laws.

21. Severability

If any provision of these Terms is found to be invalid or unenforceable, such provision shall be deemed modified to the minimum extent necessary to make it valid, and the remaining provisions shall remain in full force and effect.

- 22. Notices
- 22.1 Notices to FD & Co. shall be in writing, delivered by hand, courier, or email to info@drummond.co.ke (or such other address notified to the Client).
- 22.2 Notices to the Client shall be sent to the last postal or electronic address provided by the Client and shall be deemed received:
- (i) if delivered by hand, on delivery;

(ii) if sent by courier, two (7) Business Days after dispatch; (iii) if sent by email, on the date/time stamp of transmission. 23. Entire Agreement

These Terms, together with the Account Opening Form and any supplemental agreements or disclosures, constitute the entire agreement between FD & Co. and the Client and supersede all prior oral or written communications.