



ACCOUNT OPENING FORM

Please tick to indicate preference

Investor Type: Individual Corporate Joint Estate

GUIDELINES TO OPENING ACCOUNTS

Thank you for choosing ARM Securities Limited (ARM Securities). Please fill in all the required information below and provide for **INDIVIDUALS**: **1.** ONE PASSPORT PHOTOGRAPH of each signatory (full face forward) **2.** IDENTIFICATION DOCUMENTS for each signatory. **3.** UTILITY BILL water, electricity, telephone etc. **4.** TWO REFERENCE FORMS.
 For **CORPORATES**: **1.** CERTIFICATE OF INCORPORATION. **2.** BOARD RESOLUTION. **3.** FORM CO7 (Director's particulars) **4.** All items on the Individual list for signatories
 For **ESTATES**: **1.** LETTER OF ADMINISTRATION/WILL. **2.** RESOLUTION OF ADMINITRATORS. **3.** COPY OF DEATH CERTIFICATE **4.** All items on the Individual list for administrators

CORPORATE DETAILS

Company/Trustee
 Name

Corporate Address

House No	Street		
Post Code	State	Country	
Office Phone 1	Office Phone 2	Fax	

RC No

PERSONAL DETAILS

Name

Surname	First Name	Middle Name
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Residential Address

Date of Birth

House No	Street	dd / mm / yyyy
Town/City	State	Country
Nationality	Occupation	Mother's Maiden Name
Mobile Phone	Office Phone	Home Phone



Affix Recent
 Passport
 Photograph Here

Name & Address of Next of Kin

Name and address of employer

Sex

Marital Status

Male Female Single Married

If married, Name of Spouse

First Name
 Middle Name

Signature

Date

dd / mm / yyyy

PERSONAL DETAILS – 2ND SIGNATORY (where applicable)

Name

Surname First Name Middle Name

Residential Address

Date of Birth

House No Street dd / mm / yyyy

Town/City

State

Country

Nationality

Occupation

Mother's Maiden Name

Mobile Phone

Office Phone

Home Phone

Name & Address of Next of Kin

Name and address of employer

Affix
Recent
Passport
Photograph
Here

Sex

Marital Status

Male

Female

Single

Married

If married, Name of Spouse

First Name
Middle Name

Signature

Date

dd / mm / yyyy

TRADE CONFIRMATIONS

Copies of trade confirmations will be sent via email only. Please write the email addresses where you want trade confirmation copies sent to:

1

2

SETTLEMENT INSTRUCTIONS

ARM Securities requires that all investment transactions settle via a bank account. Please indicate which account you authorize ARM Securities to directly debit or credit, to facilitate settlement of your investment transactions and any associated fees. Your settlement account must be in the same name as the account description for your full service brokerage account

External Bank Account

Name of Financial Institution

Branch Address

House No Street Town/City

Post Code

State

Country

Account Name

Account Number

NOMINEE ACCOUNTS

Would you like to trade via a nominee account? YES No

If you do not cross 'NO', nominee account will be automatic

CLEARING HOUSE NUMBER (CHN)

Your ARM Securities account can be opened with your existing Clearing House Number. Please indicate your existing number:

SIGNATORY SECTION

I/We have read and understand the terms and conditions of the Brokerage Account Agreement and I/we agree to be bound by them. I/We certify that the information provided to ARM Securities is true, complete and correct. I/We will notify ARM Securities of any changes to this information.

Signing Rules

Name & Signature	Date
	dd / mm / yyyy
Name & Signature	Date
	dd / mm / yyyy
Name & Signature	Date
	dd / mm / yyyy

RELATIONSHIP MANAGER

/

LOCATION

BROKERAGE ACCOUNT TERMS AND CONDITIONS

My/our ARM Securities Trade Account at ARM Securities Limited is governed by the Account Agreement which consists of these brokerage Account Terms and Conditions, including the Margin Terms and Conditions, the Client Acknowledgement/Agreement, and the Disclosure Statement for Sweep Features that is in effect from time to time, and if applicable, the ARM Securities Online Access Agreement and any other written agreements between Me/Us and ARM Securities pertaining to the ARM Securities Trade Account, all as amended from time to time (the "Account Agreement"). The Account Agreement shall cover individually and collectively all brokerage accounts, joint, single or in a fiduciary capacity, which are opened through ARM Securities for Me/Us. My/Our ARM Securities Trade Account will not be opened until approved by ARM Securities. As used in this Agreement, the words "I," "me," "my," "we," "us," "account holder," and "Client" means each person who has signed the Client Acknowledgement/Agreement. "You," "Your," or "ARM Securities" means ARM Securities Limited (dealing member the NSE), a non-bank affiliate of Asset & Resource Management Company Ltd, ("ARM"). "Brokerage Account" and "ARM Securities Trade Account" mean one or more securities account(s) opened with ARM Securities in My/Our/our name(s). "Business Day" means Monday through Friday, excluding Nigerian Stock Exchange holidays. Although you may conduct business on public holidays, public holidays are not considered Business Days for purposes relating to the transfer of funds and check clearing.

If I/we am/are eligible and approved for margin privileges, I/We will also be sure to read carefully, the Margin Terms and Conditions set forth below and the Margin Risk Disclosure Statement.

1. Authority and Ownership: Account Information

I/we have the power and authority to enter into the Account Agreement. No additional authorizations from third parties are required for Me/Us to open the Brokerage Account and effect securities transactions therein.

2. Appointment of ARM Securities as Agent

I/we appoint ARM Securities as My/Our agent for the purpose of carrying out My/Our instructions including instructions relating to the purchase and sale of securities, and I/We assume all investment risk with respect to such transactions. All transactions will be executed only on My/Our order or the order of My/Our authorized representative, except as otherwise provided herein. I/We will be solely responsible for knowing the rights, terms, and deadlines for taking action with respect to securities in My/Our Brokerage Account, and for taking action to realize the value of such securities. You will have no obligation to notify Me/Us of the nature of such rights or terms, or of impending deadlines or expiration or redemption dates affecting such securities.

3. Not NDIC Insured

I/We understand that securities and other assets held in My/Our Brokerage Account are not deposit obligations nor guaranteed by any institution affiliated with ARM Securities and other assets held in My/Our Brokerage Account are not insured by the NDIC and are subject to investment risks, including possible loss of the principal amount invested. Assets held in My/Our Brokerage Account are protected against broker-dealer insolvency as all assets are held in the client's name or a nominee name different from the Broker-Dealer

4. Sweep Features and Alternatives for Cash Balances

ARM Securities offers several alternatives to earn income on uninvested available cash ("Cash Balances"). ARM Securities' sweep features ("Sweep Features") include a sweep to an interest-bearing deposit account at the Bank or to a money market mutual fund ("Money Market Fund Sweep"). A "sweep" is the automatic transfer of Cash Balances to and from your Brokerage Account. The Sweep Features shall be defined in the Disclosure Statement for Sweep Features, which you may change from time to time upon notice to Me/Us. I/We may obtain the current Disclosure Statement for Sweep Features by contacting My/Our ARM Securities investment professional. I/We understand that My/Our Brokerage Account will automatically default to the applicable Sweep Feature for My/Our account type ("default Sweep Feature"), unless I/We select an available alternative. I/We hereby authorize ARM Securities to sweep available Cash Balances into the default Sweep Feature applicable to My/Our Brokerage Account, unless I/We have selected an available alternative for which I/We qualify.

5. Settlement and Free Credit Balances

I/We agree that the Sweep Feature for My/Our Brokerage Account will be used in connection with settlement of transactions in My/Our Brokerage Account, unless I/We select not to have a Sweep Feature and instead select free credit balance (collectively the Sweep Features and free credit balance are referred to herein as the "Settlement Choice"). I/We will not purchase any security unless there are sufficient funds in My/Our Settlement Choice or Brokerage Account to make the required cash payment, unless My/Our Brokerage Account has been approved for margin privileges. I/We will make good delivery of properly endorsed securities sold. In order to satisfy My/Our obligations to you, you may, at your discretion and without prior demand or notice to Me/Us, refuse to execute an order, or cancel, close, or liquidate at My/Our risk any transaction, if settlement funds are not available or securities are not delivered. I/We will be responsible for all costs, commissions, and losses resulting from such actions including interest and costs of collection, which may include, without limit, reasonable attorney's fees. You may require an equity deposit or full payment before you accept an order. I/We authorize and direct you to invest or deposit free credit balances, including dividends or other cash received by you for My/Our Brokerage Account, into My/Our Settlement Choice within a reasonable time after receipt. Proceeds from the sale of securities will be invested or deposited in My/Our Settlement Choice following settlement, provided that the securities sold have been received in good deliverable form prior to the settlement date. Unless I/We instruct you otherwise, you are directed to hold non-cash proceeds in My/Our Brokerage Account.

I/We further authorize and direct you to automatically withdraw cash, redeem money market mutual fund shares, or sell securities maintained in My/Our Settlement Choice or Brokerage Account when needed to settle a securities transaction or for any other purpose, such as to satisfy a debit balance, serve as collateral for a margin loan, short sale or satisfy any other obligation owed under the Account Agreement or otherwise in connection with My/Our Brokerage Account. You may effect all transactions executed in accordance with this Section without further authorization from Me/Us. I/We understand that My/Our Brokerage Account statements will reflect all such transactions, and that the account statements are provided in lieu of separate confirmations of such transactions. This authorization will remain effective until I/We give notice to the contrary. Such notice will not affect obligations resulting from transactions initiated prior to your receipt of the notice. If you fail to invest or deposit free credit balances according to this Agreement, your liability will be limited to the actual amount of the dividends or interest I/We would have earned had the free credit balances been invested or deposited in the appropriate Settlement Choice

6. Equity Order and Mutual Fund Orders Cut-off Time

I/We understand that you will attempt to obtain the best execution for Me/Us regardless of any compensation you may receive. The standard cut-off time for all orders is 9:00 a.m. local time. The market may close earlier on holidays or for unforeseen circumstances. I/We understand that mutual fund purchase orders received by you and entered into your systems before the cut-off time will receive the pricing calculated that Business Day. Orders received by you after the cut-off time will receive the pricing calculated on the next Business Day.

7. Limitation of Liability

You will not be liable for loss or delay caused directly or indirectly by acts of war, terrorist attacks, strikes, natural disasters, government restrictions, exchange or market rulings, disruptions in orderly trading on any exchange or market caused by market volatility or trading volume, suspensions of trading, interruptions or delays affecting communications facilities or data processing services, or other conditions beyond your control.

8. Confirmations and Statements

Confirmations of transactions and statements of My/Our Brokerage Account shall be deemed correct and conclusive unless I/We notify you to the contrary in writing within the period specified on the confirmation or statement or, if not specified, within ten (10) days of receipt. For systematic mutual fund trades, I/We understand that My/Our Brokerage Account statements will reflect all such transactions, and that the account statements are provided in lieu of separate confirmations of such transactions.

9. Providing instructions

You can give ARM Securities instructions by telephone, mail, email, fax or via our website. There may be special instruction arrangements for some products and services. Any special instructions are explained in the relevant Product document. I/We agree to indemnify you and keep you indemnified against all actions, proceedings, liabilities, claims, losses and expenses in relation to your acting on such instructions and irrevocably authorize you to debit My/Our account on settlement with all sums due to ARM Securities in respect of such transactions.

10. Recording Conversations

For our mutual protection, you may record any of My/Our telephone conversations with you without further notice to Me/Us.

11. Fees and Charges

I/We agree to pay the fees and charges for My/Our transactions as specified in the ARM Securities Trade Commissions & Fees document ("Fee Schedule"), as such schedule may be amended from time to time. ARM Securities may amend the Fee Schedule at any time without notification to Me/Us. I/We understand and agree that I/We may be charged an Account Maintenance Fee, a Custodial Fee and other fees as defined in the Fee Schedule. I/We agree that you may debit My/Our Brokerage Account for any fees or charges which I/We incur, or any reasonable out-of-pocket expenses you may incur on My/Our behalf. I/We agree to pay or reimburse you for all applicable taxes.

12. Electronic Funds Transfers; General Terms

I/We may instruct ARM Securities to initiate electronic funds transfers ("EFTs") between My/Our Brokerage Account and an account at a bank or other financial institution. I/We may authorize transfers to occur on a regular, recurring schedule, upon My/Our request without regard to any schedule, or both. I/We hereby authorize you and your processing bank to initiate transfers of money, according to My/Our instructions, between the bank or other financial institution account(s) which I/We designate ("Bank Account") and My/Our Brokerage Account. I/We understand that such account(s) must be maintained at a domestic financial institution.

You will debit or credit My/Our Brokerage Account for this EFTs in accordance with the terms of the EFT and this Account Agreement. I/We agree to comply with any security procedure established by you from time to time to verify the authenticity of My/Our payment instructions. I/We acknowledge and agree that this security procedure is not to detect an error in My/Our payment instruction. You may reject any payment instruction if I/We do not adhere to any security procedure established by you. I/We am responsible for the confidentiality of any such security procedure and any passwords, codes, security devices and related instructions provided by you to Me/Us in connection with the security procedure. You shall have no liability for costs or damages resulting from inaccurate information (or from My/Our failure to update any information), which I/We have provided to you. EFTs normally will be processed on all days that are Business Days. EFTs requested after 10:30 a.m. on any Business Day, or requested for a day other than a Business Day, generally will be processed on the next Business Day. I/We understand that if the EFT is dependent on the processing of a money market mutual fund transaction, My/Our EFT may be processed on the next Business Day. EFTs to other financial institutions will generally be available one Business Day following the Transfer Date. I/We understand, however, that the posting and funds availability policies of other financial institutions may vary and that you cannot guarantee the time period in which funds transferred from My/Our Brokerage Account will be credited to an account at another financial institution. For transfers of funds into My/Our Brokerage Account, you will assign a fifteen Business Day hold time that must pass before funds are available for withdrawal. However, funds are available on the Transfer Date for investment in securities or to reduce any debit balance in My/Our Brokerage Account. You will notify Me/Us as soon as possible, by telephone or in writing, if an EFT cannot be processed by you or has been rejected by My/Our Bank. You reserve the right to refuse to honor My/Our request for an EFT for any reason.

13. Online Services

I/We agree to use the ARM Securities internet and automated telephone services collectively, the "Service") and any additional services offered through the Service in the future, in accordance with the provisions detailed in this section. I/We shall be the only authorized user of the Service under this Agreement. I/We shall be responsible for the confidentiality and use of My/Our Brokerage Account and Personal Identification Number ("PIN"). If I/We have authorized an agent to access My/Our Brokerage Account online, I/We hereby ratify and confirm any and all online transactions with you made by My/Our Agent for My/Our Brokerage Account, and that all acts and transactions of My/Our Agent are solely for My/Our Brokerage Account and are My/Our sole responsibility. I/We understand that I/We shall be solely responsible for all orders entered through the Service using My/Our Brokerage Account number and PIN. I/We further understand and agree that, as a condition of the "Service" to place orders and send/receive information, I/We shall immediately notify ARM Securities if: (i) an order has been placed through the Service and I/We have not received an order number; (ii) an order has been placed through the Service and I/We have not received an accurate acknowledgement (whether through hard copy, electronic or verbal means) of the order or its execution; (iii) I/We have received acknowledgement (whether through hard copy, electronic or verbal means) of the existence of or an execution for an order which I/We did not place, or any similar conflict or; (iv) I/We became aware of any unauthorized use of My/Our Brokerage Account number or PIN.

I/We understand and agree that you may, in your sole discretion, place trading restrictions on My/Our Brokerage Account and that you reserve the right, in your sole discretion, to review and reject, cancel or modify any order that I/We place through the Service for any reason and without prior notice to Me/Us, including orders for which I/We have received an order number. I/We understand that any order I/We place may be deemed, in your sole discretion, to be disruptive to the securities markets, unacceptable in size, type or credit risk, or exceed your authorized limits. Further, I/We acknowledge that market orders cannot always be cancelled because they are subject to immediate execution, and My/Our order may be executed before a request for cancellation is received by you from Me/Us. I/We agree that ARM Securities and its affiliates will not be liable for any consequential, incidental, special, or indirect damage (including lost profits, trading losses and damages) that result from inconvenience, delay or loss of use of the Service. I/We agree that you reserve the right to suspend or terminate My/Our access to any Service for any reason and without prior notice to Me/Us. I/We further agree that ARM Securities and its affiliates will not be liable for any losses resulting from a cause over which ARM Securities or its affiliates does not have direct control, including but not limited to the failure of electronic or mechanical equipment or communication lines, telephone or to other interconnect problems (such as not being able to connect to My/Our ISP), unauthorized access, theft, operator error, acts of God, strikes or other labor problems. I/We agree that should I/We experience any problems in reaching ARM Securities through any particular method, I/We will attempt to use alternate methods to communicate with you.

14. Amendments and Waiver

You may amend the Account Agreement at any time and in any respect, effective upon written notice to Me/Us. No party will be deemed to have waived rights under the Account Agreement except in writing signed by the party waiving the rights. A waiver will apply only to the particular circumstance giving rise to the waiver and will not be considered a continuing waiver in other similar circumstances, unless the intention to grant a continuing waiver is expressed in writing.

15. Termination

You may terminate any or all services hereunder at any time, effective upon written notice to Me/Us. I/We may close My/Our Brokerage Account at any time by giving written notice to you. When My/Our Brokerage Account is closed and after I/We have satisfied all of My/Our obligations to you, you will return to Me/Us or deliver according to My/Our instructions any assets remaining in My/Our Brokerage Account and will no longer accept My/Our further orders for transactions. Closing My/Our Brokerage Account or terminating services under this Brokerage Account will not affect any rights and obligations incurred prior to such closure or termination.

16. Notice of Changed Name, Address, Settlement Choice, Employment

I/We agree to notify you promptly in writing of any change in My/Our name, address, employment or designation of Settlement Choice.

17. Governing Law and Language

The Account Agreement shall be governed by the laws of the Federal Republic of Nigeria

18. Assignment

You may assign your rights and obligations under the Account Agreement to any subsidiary, affiliate, or successor by merger or consolidation without notice to Me/Us, or to any other entity after thirty days written notice to Me/Us. The Account Agreement shall be binding on and benefit My/Our and your heirs, executors, administrators, successors, and assigns.

19. Severability

If any provision of the Account Agreement is determined to be invalid, illegal or unenforceable under any law or regulation, it shall not affect the validity of the remaining provisions of the Account Agreement, which shall remain in full force and effect.

20. Entire Agreement

The Account Agreement, as amended from time to time, is the complete statement of the agreement between you and Me/Us with respect to the subject matter hereof, and supersedes all prior or contemporaneous agreements.

REFERENCE LETTER

The Managing Director
ARM Securities Limited
1/5 Mekunwen Road
Ikoyi Lagos

Dear Sir

RE _____

I/We wish to confirm that I/We have known the above named person for
He/ She is of good character and I/We find him/her suitable to open a brokerage account _____

Thank you

Yours faithfully

Signature _____
Name _____
Date _____

REFERENCE LETTER

The Managing Director
ARM Securities Limited
1/5 Mekunwen Road
Ikoyi Lagos

Dear Sir

RE _____

I/We wish to confirm that I/We have known the above named person for
He/ She is of good character and I/We find him/her suitable to open a brokerage account _____

Thank you

Yours faithfully

Signature _____
Name _____
Date _____

Application Notes

This pack contains all the forms you need to complete to open your account

Easy steps to opening an account

1. Complete the Application Form

2. Complete the Direct Debit Instruction – this allows you to set up a regular payment to fund your account.

3. Funding your account – once your account is open you will be able to fund your account by debit card online. You can also fund your account in several other ways:

- ✓ With existing certificates – sign the share transfer form and send this to us with your share certificate(s).
- ✓ With shares held with another broker – if you already have shares or an account with another broker that you would like to move to us, please complete the [Transfer from your Current Broker form](#). We will aim to complete transfers as quickly as possible, although there may be delays if your current broker prolongs the transfer;
- ✓ With a cheque – enclose a cheque from your Chosen Account, made payable to 'Hamilton Hammer Ltd

4. Final check – please check you have completed and signed the forms you need to send to us, and return them along with your identity information and other support documentation.

Important information about the next steps

- ✓ It's important we receive all these items with your application. If we do not receive these items we may not be able to open your account or it may cause delays.
- ✓ For most applications, we'll aim to open your account the next day after we receive your application. We will then send you confirmation of your new account details and welcome information, so you can begin trading. Please note that it may take slightly longer to open accounts during times of high volume.
- ✓ However, in a small number of applications, we may need to ask you for additional paperwork. If you receive a letter asking you to provide more information, please ensure that you send this to us as soon as you are able to, so that we can open your account and you can start trading.

When your account is opened

Of course, once your account is opened, we are here to help you get started. Our investment experts are available on +234 (1) 4622738, +234 (1) 8990740 to discuss your investment opportunities or answer queries.

Application Form Checklist (Tick as appropriate)

Individual and Joint Accounts

- copies of relevant ID for each applicant and Authorized Representative
- Duly completed and executed Application Form

Company Accounts

- copies of ID for each officer of the company and Authorized Representative
- Duly completed and executed Application Form
- incorporation documents – particulars of directors and certificate of incorporation.
- Board Resolution authorizing the account opening

Trusts/Partnerships/Unincorporated Body accounts

- copies of relevant ID for each officer of the entity and Authorized Representative
- Duly completed and executed Application Form pursuant to the signing guidelines

Signing Guidelines

Company Applications – must be signed by two directors or a director and the company secretary, unless the company's articles of association or constitution specify otherwise. In this case, please attach a certified copy of the relevant section of the articles and/or constitution. If applicable, the common seal of the company must also be affixed.

Trust Applications – must be signed by all trustees of the trust. Where there are more than two trustees, all trustees can nominate any two persons to be responsible for this account via a signed written authority by all of the trustees. The nominated trustees must complete and sign the application and provide two forms of relevant ID with the duly signed authority.

Incorporated Associations – application must be signed under seal. Please attach a certified copy of the Certificate of Registration.

Attorney(s) – if you are signing under power of attorney, please attach a certified copy of the power of attorney.

ARM Securities Ltd
1/5 Mekunwen Rd
Ikoyi Lagos Nigeria