Wealth Management, 13th Floor, Kenanga Tower, 237, Jalan Tun Razak, 50400 Kuala Lumpur
Tel: +603-2172 0921 Fax:+603-2172 0930 email: kwm.cs@kenanga.com.my

PRS (Individual) Checklist for ______________ (individual's name)

Note: This checklist is to be completed by Sales Personnel. Please tick in the appropriate check box. If the document was not relevant, please put 'N/A' in the check box.

For New Individual Investor

1. Individual Customer Information Form ☐
2. FATCA and CRS for Individual ☐
3. KIBB PRS Account Opening (Product) Form ☐
4. KIBB UT/PRS Transaction Form For Individual ☐
5. PRS Provider's Forms - Refer to the respective PRS Provider's Checklist ☐
   (Please Include RM10.00 in the investment payment for NEW PPA Account)
6. PDPA PRS Provider's Form ☐
7. Money Laundering Risk Profiling Checklist (MLPRC) For Individual Client ☐
8. Enhanced Due Diligence ("EDD") Template for High Risk Client ☐
9. A copy of the Product Highlight Sheet and Disclosure Document(s) **MUST** be given to the Investor ☐
10. One (1) photocopy of NRIC (front & back) / Passport (for foreigner) - must be **"Original Sighted and Signed" by Sales Personnel** ☐
11. One (1) photocopy of Staff ID Card **OR** Letter of Appointment (For STAFF only) ☐
12. Proof of Payment with Indication of Client Name & Client Code ☐
13. A copy of the KIBB Privacy Policy MUST be given to the Investor(s) ☐

For Subsequent Investment / Switching / Redemption / Cooling-off

1. KIBB UT/PRS Transaction Form For Individual ☐
2. PRS Provider's Forms - Refer to the respective PRS Provider's Checklist ☐
3. One (1) photocopy of NRIC (front & back) / Passport (for foreigner) - must be **"Original Sighted and Signed" by Sales Personnel** ☐
4. Proof of Payment with Indication of Client Name & Client Code ☐

For Transfer

1. KIBB UT/PRS Transaction Form For Individual ☐
2. KIBB Client Transfer of Account Letter ☐
3. KIBB Transfer of Servicing Agent ☐
4. PRS Provider's Forms - Refer to the respective PRS Provider's Checklist ☐
5. One (1) photocopy of NRIC (front & back) / Passport (for foreigner) - must be **"Original Sighted and Signed" by Sales Personnel** ☐

Reminder To The Sales Personnel:

1. For **3rd Party Payment** - the Consent For KIBB To Accept Third Party Payment Form is required. ☐
2. **All placements will only take effect upon fund sighted by the bank or with sufficient available balances in Client Trust Account (CTA).** ☐
3. **Valid payment advice must be provided for all placements. Investor's name and client code must be written on the payment advice.** ☐
4. All forms MUST be **duly completed** by Sales Personnel. ☐

Note:
(a) All payments must be made payable to "Kenanga Investment Bank Berhad"

(b) Cheque Deposit / Fund Transfer, kindly deposit into Maybank Berhad Acc. No.: 514356-505908

Prepared/ Referred By	Name:	Mobile No:
	Branch:	Submission Date:
Checked By (Operations)	Name:	Date:
	Trader Name:	Trader Code:

Revised: 1 Aug 2019