

**PAYMENT GATEWAY**

 **KYC INFORMATION SHEET**

Application form for ContiPay Payment Gateway

You are required to fill in the form below and attach the following documents:

* Application letter on Company letterhead
* CR 14
* CR 6
* Memorandum of Association
* Tax Clearance
* 3 months Bank statement (current and stamped)
* Certified Directors’ National ID/ Passport
* Directors’ proof of residence (not more than 3 months)

The form is to be stamped with company stamp and submitted to info@contipay.co.zw

All inquiries concerning this form to be sent to info@contipay.co.zw

Business Information

Registered Company Name

Company Registration Number

Type of Business

(Private Ltd, Public, Charitable organisation)

Trading Name(s)

Website Address (URL)

(for integration)

Registered Business Address

Billing Address

(if different from business address)

Nature of the Business

What is the nature of the business

 (e.g. Retail, Fast foods)

Please provide brief description

of the business clearly indicating

the nature and type of the products

and services sold.

Finance Contact Information

Name

Title

Phone Number

Email

Technical Contact Information

Name

Title

Phone Number

Email

Bank Account Details ZWL

Account Name

Bank Name

Account Number

Branch

Minimum Remittance threshold

Settlement Cycle (Min 24Hrs)

Bank Account Details USD

Account Name

Bank Name

Account Number

Branch

Minimum Remittance threshold

Settlement Cycle (Min 24Hrs)

Admin contact details

Full Name

ID/ Passport Number

Title

Phone Number

Email

I certify that I am authorised to provide all the information in this document and that I believe it to be true to the best of my knowledge.

Date:……………………………….

Authorised Signatory:………………………

For official use only

**Action**  Date By

Received

Approved

Released for system integration