

# GUIDELINE OF OPENING ACCOUNT FOR INDIVIDUAL INVESTOR

## STEP 1: OPENING A SECURITIES TRADING ACCOUNT

- ✚ The foreign investor would like to trade in VN stock market must obtain a Securities Trading Code (STC) granted by Vietnam Securities Depository and Clearing Corporation (VSDC) first. This application must be done through a Depository Member of VSDC.

### Documents:

- *Account Opening Contract and Online trading Contract with MSVN*: 2 copies
- *Application for Securities Trading Code*: 1 copy
- *Power of attorney*: 1 copy
- *US Citizen*: form W-9
- *Specified US person*: form W-8BEN
- *Passport*: 1 photocopy

### **Note:**

- (1) Your Passport must be certified true copy by Vietnamese Embassy or Vietnamese Notary Public.
- (2) Another application for securities trading code will be made by MSVN and sent together with the investor's documentation to VSDC.

- ✚ In case the investor has already had a securities trading code and trading account with another broker and would like to open the second trading account with MSVN, the investor just has to submit:

### Documents:

- *Account Opening Contract and online trading Contract with MSVN*: 1 copy
- *Securities Trading Code Certificate*: 1 photocopy
- *Passport*: 1 photocopy

Your trading account will be opened on the same day of submitting the documents, and will be ready for trading right after you complete the cash account opening with Eximbank/ BIDV and transfer money into your cash account or you provide info of your current IICA and transfer money from there into MSVN's cash account.

## STEP 2: OPEN BANK ACCOUNT FOR SECURITIES TRADING SETTLEMENT AT PARTNER BANK OF MSVN: EXIMBANK or BIDV

### Documents:

✚ For Eximbank: Individual Investor must come to any branch of Eximbank directly to open IICA.

- *Passport*: 1 photocopy
- *Application for opening Indirect Investment Capital Account (required – VND account for listed securities trading settlement)*: 1 copy
- *Account Opening Application (optional – foreign currency)*: 1 copy
- *Personal Information Appendix*: 1 copy
- *FATCA Form*: 1 copy
- *Request to transfer funds (optional – for automatically transferring from foreign currency account to VND account and vice versa)*: 1 copy

**Note:** To get the forms above, you can come to Eximbank or contact us at [customer.MSVN@maybank.com](mailto:customer.MSVN@maybank.com).

✚ For BIDV:

- *Passport*: 1 photocopy (must be legalized by Vietnamese Embassy if client can't come directly to BIDV to open IICA).
- *Commitment*: 1 copy
- *Account opening form*: 1 copy
- *Letter of authorization*: 1 copy
- *Account opening contract*: 1 copy
- *FATCA*: 1 copy
- *Payment order*: 1 copy

### **Note:**

(1) To get the forms above, you can come to BIDV or contact us at [customer.MSVN@maybank.com](mailto:customer.MSVN@maybank.com).

(2) MSVN will help you to submit the forms to VSDC & BIDV to get Step 1 & Step 2 been done concurrently.

**STEP 3: RETURN ALL DOCUMENTS of STEP 1, 2 TO:**

**MAYBANK SECURITIES LIMITED**  
**CUSTOMER SERVICE – OPERATIONS**  
**DEPARTMENT**

*10th floor, Pearl 5 Building, 5 Le Quy Don Street, Vo Thi Sau Ward,  
District 3, Ho Chi Minh City, Viet Nam*

*Tel: +84.28 44555888 Fax: +84.28 38 271 030*

*Email: [customer.MSVN@maybank.com](mailto:customer.MSVN@maybank.com)*

**STEP 4: RECEIVE ACCOUNT NUMBER NOTIFICATION FROM MSVN**

Please wait approximately 5 working days from the day we receive the complete documents from you (not included courier time). VSDC & BIDV will send the documents as follow to MSVN for confirmation of completion:

- *[Securities Trading Code Certificate](#)*: 2 copies (from VSDC)
- *[Bank account number notification](#)*: 1 copy for each account (if you choose BIDV)

When everything is done, MSVN will notify your bank account numbers at BIDV & securities trading account number at MSVN as well as funds remittance instruction so that you can deposit or remit funds into your bank accounts and start trading with us.

Should you have any question during the process, please feel free to contact us  
at [customer.MSVN@maybank.com](mailto:customer.MSVN@maybank.com) Tel: +84.28 44555888

**THANK YOU VERY MUCH FOR CHOOSING MSVN!**