

**Format of Application by a Foreign Bank to Reserve Bank of India for
grant of Permission to open its Representative Office in India**

I. General Information

1. Name of the applicant bank :
2. Place and date of incorporation :
3. Address of Head Office :

II. Ownership & Management

1. List of names and addresses of directors and their qualifications and principal business

Name & address	Qualifications	Principal business
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2. Details of shareholders holding 10 per cent or more of voting stock and their principal business

3. Name of the Chief Executive Officer

4. Name & designation of Senior official at Head quarters who will be responsible for the bank's operations in India

III. Structure

1. Organisational chart showing subsidiaries and associated companies
2. Countries in which the bank and its subsidiaries operate
3. No. of domestic and overseas branches

IV. Financial Position

1. Highlights of financial position of the bank based on last three years financial statements
2. Capital adequacy ratio as per BIS standards indicating Tier - I and Tier - II capital separately
3. Ranking in home country and global ranking
4. Credit ratings by international credit rating agencies

V. Supervisory Arrangements

1. Details of supervisory arrangements to which the bank is subject in its country of origin.
2. Home country regulations on entry of foreign banks

VI. Details of existing relationship with India

1. Details of correspondent banking relationships with Indian banks and the aggregate amount of lines of creditor other limits extended to them.
2. Details of foreign currency loans extended to Indian companies and other types of business transacted such as underwriting of equity/ debt issues of Indian companies etc.

VII. Details of proposed Rep. Office in India

1. Location :
2. Purpose of opening the office in India, the benefits to the different sectors in the Indian community and activities proposed to be undertaken

VIII. Documents to be enclosed

1. Copies of Memorandum & Articles of Association or similar documents
 2. Last three years' financial statements
 3. Certificate from supervisory authority that the applicant is duly authorised as a bank, is of good standing and it has been permitted to open a Rep. Office in India.
 4. Approval letter from the Bank's Board.
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