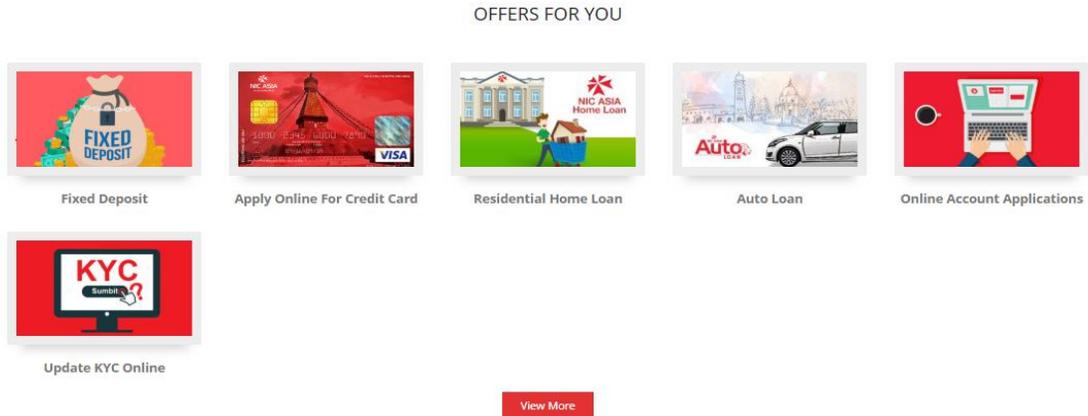
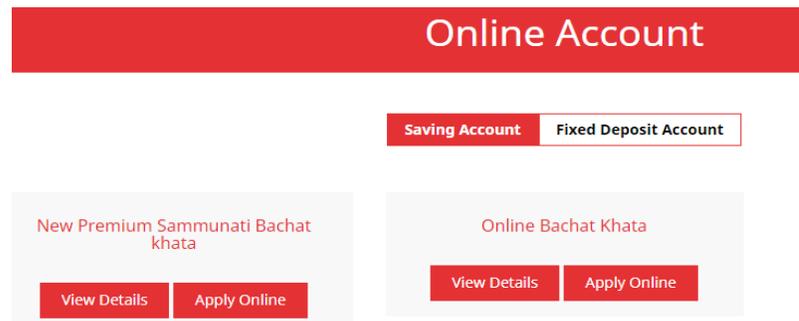


## Steps to Online Account Opening

1. Go to the official website of the Bank <https://www.nicasiabank.com>, click on “Online Account Applications” on Offers For You section.



2. Option of different saving products are available, select the appropriate one and click “Apply Online”



3. An online registration form shall appear after accepting terms and conditions where the applicant must input all the required information in the preformatted text box. The applicant must confirm whether he/she has an account with NIC ASIA Bank.

Online Registration Form

Do you have an account at NIC ASIA Bank  Yes  No

I accept the [terms and conditions](#) of NIC Asia Bank.

4. If the answer is “Yes”, He/she shall be notified about inability of the Bank to process another savings account as per the NRB regulation on this regard.

Do you have an account at NIC ASIA Bank  Yes  No

As per NRB Directive Section no. 16.17 "A natural person cannot open more than one account of same nature (saving)."  
बैंक वा वित्तीय संस्थाले प्राकृतिक व्यक्तिको नाममा स्वदेशी मुद्रामा एउटै प्रकृतिको एक भन्दा बढी खाता खोल्न पाइने छैन .

5. If the answer is “No”, the customer will redirect to the first preliminary form where he/she has to accept the terms and conditions first with following fields to be submitted.

Do you have an account at NIC ASIA Bank  Yes  No

I accept the terms and conditions of NIC Asia Bank.

M/S  MISS  MR  MRS  Minor

FIRST NAME *	Middle Name	LAST NAME *
<input type="text" value="सुशोभा"/>	<input type="text"/>	<input type="text" value="Adhikari"/>
GENDER *	CURRENCY *	MOBILE NO *
<input type="text" value="Female"/>	<input type="text" value="NRs"/>	<input type="text" value="9849639440"/>
EMAIL *	PREFERRED BRANCH *	DATE OF BIRTH *
<input type="text" value="sushobhadracharya@gmail.com"/>	<input type="text" value="Bagbazar"/>	<input type="text" value="20/07/1993"/>
APPLYING FROM *	NATIONALITY *	CODE *
<input type="text" value="Inside Country"/>	<input type="text" value="Nepalese"/>	<input type="text" value="ubtctp"/>

 ubtctp

6. An email shall be sent to the provided email address with notice of successful submission of the online form.

Success

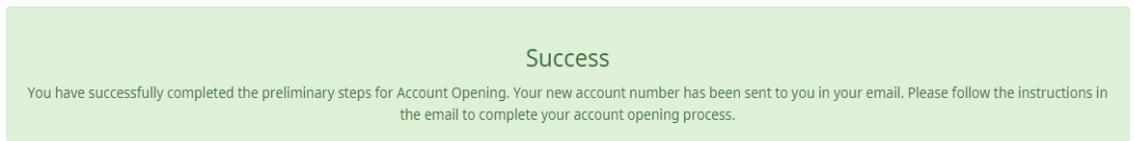
You have successfully completed the first step for Account Opening. Please check your email to proceed to the next step.

- After clicking on the link provided in the email address, it will redirect to the second preliminary form.

**Online Account Finalization Form**

<b>EMPLOYMENT STATUS *</b> <input type="text" value="Employed"/>	<b>OCCUPATION *</b> <input type="text" value="Banker"/>	<b>EMPLOYER'S NAME</b> <input type="text" value="NIC ASIA Bank"/>
<b>EMPLOYER'S ADDRESS</b> <input type="text" value="Thapathali, Kathmandu"/>	<b>FATHER'S NAME *</b> <input type="text" value="Raman"/>	<b>GRANDFATHER'S NAME *</b> <input type="text" value="Keshav"/>
<b>MOTHER'S NAME *</b> <input type="text" value="Radha"/>	<b>Spouse's Name</b> <input type="text"/>	<b>PAN/VAT Number</b> <input type="text"/>
<b>ANNUAL INCOME *</b> <input type="text" value="0"/> <small>* Set 0 for No Annual Income</small>		
<b>Permanent Address Details</b>		
<b>House No</b> <input type="text"/>	<b>WARD NO *</b> <input type="text" value="12"/>	<b>STREET NAME *</b> <input type="text" value="hetauda"/>
<b>DISTRICT *</b> <input type="text" value="Makwanpur"/>	<b>PHONE NO *</b> <input type="text" value="1234567890"/>	<b>VDC/MC *</b> <input type="text" value="makwanpur"/>
<b>Communication Address Details</b>		
<b>House No</b> <input type="text"/>	<b>WARD NO *</b> <input type="text" value="12"/>	<b>STREET NAME *</b> <input type="text" value="hetauda"/>
<b>DISTRICT *</b> <input type="text" value="Makwanpur"/>	<b>MOBILE NO *</b> <input type="text" value="1234567890"/>	<b>VDC/MC *</b> <input type="text" value="makwanpur"/>
<b>Please Select Latest PP Size Photo: *Please upload only doc,docx,pdf,jpg,png file</b>		
<b>Latest PP size photo *</b>	<input type="text" value="test.pdf"/>	<input type="button" value="Upload"/>
<b>Please Select Type Of Identity Information you Wish To Provide:</b>		
<input type="text" value="Citizenship"/>		
<b>Citizenship Information</b>		
<b>CITIZENSHIP NUMBER *</b> <input type="text" value="12345"/>	<b>ISSUED DATE *</b> <input type="text" value="18/06/2019"/>	<b>ISSUED PLACE *</b> <input type="text" value="Makwanpur"/>
<b>Citizenship Certificate *</b>	<input type="text" value="test.pdf"/>	<input type="button" value="Upload"/>

8. A “success” message shall appear after successful submission of the form.



9. An email message shall be sent after the successful submission of the form confirming the generation of account number.



Greetings Sefali

Your preliminary information for online account opening of Chamatkarik Bachat Khata has been received by the bank and is sent for prescreening.

Please find your account information below

Account Name: ~~Chamatkarik Bachat Khata~~

Account Number: ~~19575996771001~~

Thank you.

Visit us: <https://www.nicasiabank.com/>

10. Customer shall be given notification via email if in case any discrepancy is found in details filled by the customer to do the necessary input/amendments in Online Account Opening Form. Customer shall be given 15 days’ time period to do the necessary amendments. If he/she fails to do the same within stipulated period, his/her request for opening the account shall be rejected.
11. After account is opened in CBS, email notification shall be sent to customer’s registered email address with a message “Please fill the KYC, Nominee and other required details” along with the link to submit KYC details.
12. The customer shall go to the link provided in email notification to submit KYC details.
13. If the details are found to be incorrect or mismatched with the uploaded documents, email notification shall be sent to the customer to repair the details according to the documents. Email notification to make necessary amendments will be sent to the customer on every alternate day till the KYC details are amended by the customer.