

1. Read [fund's prospectus](#)
2. Fill out an Account Opening Form (AOF).
 1. [Institution/Corporation](#)
3. Attach a photocopy of the following documents:
 1. For institution/corporate accounts
 1. Account Opening Form (AOF) for Institution
 2. SEC Certificate of Registration
 3. Articles of Incorporation or Partnership
 4. By-laws
 5. Board Resolution or Secretary's Certificate for all transactions and authorized signatories
 6. Latest Audited Financial Statement (Php 50,000,000 and up only or equivalent value in USD)
 7. Latest General Information Sheet (GIS)
 8. Beneficial Ownership Form (in the absence of such information in the latest GIS)
 9. Photocopy of one valid ID for each authorized signatory

Note: Corporate documents must be duly authenticated by the Corporate Secretary i.e. Certified True Copy” stamp signed by the Corporate Secretary

- Submit all originally signed documents to,
 1. FAMI Head Office (Paseo de Roxas, Makati)
 2. any FAMI Investors Center (Cebu and Davao); or
 3. any Metrobank Branch (Pouch Code #90020; ATTN: DIRECT SALES CHANNEL)

Note: FAMI Account Number will be sent via email or SMS within one banking day after receipt of complete documentary requirements.