

Instructions for foreigners on depositing cash into Timo Spend Account at counter

Please read the scenarios below and applicable documents required to facilitate a deposit into your Timo Spend Account

SCENARIO 1

Deposit VND cash to repay for liabilities at Viet Capital Bank, banking transaction fees into Timo Spend Account

(Liabilities at Viet Capital Bank include: Credit card outstanding, Loan outstanding, overdraft repayment, interest, late payment interest, late payment fee, etc)

Documents required	Type of document
Not required	Not applicable

SCENARIO 2

Deposit small amount of VND cash (*under 20,000,000 dong/ per day*) into Timo Spend Account

Documents required	Type of document
Not required	Not applicable

SCENARIO 3

Deposit a large amount of VND cash (*over 20,000,000 dong/ per day*) into a Timo Spend Account: Customer needs to present supporting documents to prove the legitimate source of funds to the counter staff before making the deposit.

3.1 Money from income in Vietnam includes salary, allowance, bonus, or other payments of such nature

Documents required	Type of document
<ul style="list-style-type: none"> Purchasing contract, leasing contract of real estate or moveable assets signed off within the last 3 years from the date of depositing cash, AND Receipt of receiving cash from those transactions. 	<ul style="list-style-type: none"> Valid true copy certified by Notary Office. True copy certified by the current employer. True copy certified by Bank staff

3.2 Money from income of leasing, selling real estate or moveable assets

Documents required	Type of document
<ul style="list-style-type: none"> • Purchasing contract, leasing contract of real estate or moveable assets signed off within the last 3 years from the date of depositing cash, AND • Receipt of receiving cash from those transactions. 	<ul style="list-style-type: none"> • Valid true copy certified by Notary Office • True copy certified by Bank staff

3.3 Money from investment activity, buying, selling, transferring stocks, etc

Documents required	Type of document
<ul style="list-style-type: none"> • For Money from selling, transferring, investing in equity: Customers need to present the contract of purchasing, selling, transferring, investing equity signed off within the last 3 years from the date of depositing cash. • For Money from purchasing, selling stocks: Customers need to present the contract of purchasing/selling stocks, investment account statement within the last 3 years from the date of depositing cash. 	<ul style="list-style-type: none"> • Valid true copy certified by Notary Office. • True copy certified by Bank staff.

3.4 Money from selling foreign currency cash (FCY) to Viet Capital Bank

Documents required	Type of document
<p>Customers need to present a Customs Declaration form / receipt stating the amount of FCY in cash brought into Vietnam. Date on the Customs Declaration form / receipt cannot exceed 60 days from the date of depositing cash into the Timo Spend Account.</p>	<p>Original copy</p>