**HSBC US Premier Banking Relationship Referrals/Initiation Form.**

**You can send your referral request via email to:** [**us.ceb@us.hsbc.com**](mailto:us.ceb@us.hsbc.com) and copy Jody Ragonese ([jody.paul.ragonese@us.hsbc.com](mailto:jody.paul.ragonese@us.hsbc.com)).  You may use the referral template below.

Hi, HSBC US International Banking Center Team:

Name:

Expat/Assignee’s Needs (please indicate “Yes” on solutions that are applicable).

a. U.S. bank account?

b. U.S. Credit card?

Primary Email:

Alternate Email (if applicable):

Primary Contact Number:

Alternate Contact Number (if applicable):

Best Times to call:  AM/PM/Any time:

Country Where Client is Currently Physically Located:

Country/City Where Client is Relocating:

Address:

Relocation Start Date:

Company:

HSBC Premier Banking Relationship in another country?

VIP?

Part of Group Move to U.S.?

SPECIAL NOTES:

**Tips for Expats coming to the U.S.:** What Assignees should have ready prior to their account opening call:

1. Letter of Employment or Relocation letter on company letterhead.  Should be dated within the 90 days of the account being established, include the assignment date, and role,
2. Current Passport
3. Proof of permanent address.  Where you are currently living outside of the US.  This can also be an US address.  Please choose one of the following items below:
   * + Utility bill listing first and last name, and permanent address (excluding a cell phone bill) issued within the last 90 days **OR,**
     + Bank Statement, or Credit Card Statement issued within the last 90 days **OR,**
     + Property bill issued within the last 90 days OR a lease agreement **OR,**
     + Driver’s License, National ID card **OR** Passport (if your address is listed).
4. Tax ID from home country if applicable
5. Marriage license required for joint account if spouse has a different name

**Note:** Assignees do not need a social security number or a US address at the time of onboarding.

Additionally, here are some insights to give you an idea of your relationship journey with HSBC.

HSBC Premier is a proposition that includes a variety of products and services that are tailored to the unique needs of international clients.  Once your referral is received by HSBC USA, an International Client Manager will reach out to you via email and phone within 1-2 business days.  There is a link sent within the email, with possible dates/times, to schedule an appointment.  If one of the times are not convenient, clients can simply request additional options.

Keep in mind, Cross Border Banking Laws in certain markets may limit the ability for a bank to proactively offer products and services.  As such, it is important to proactively request the products and services you wish to obtain.  For example, a checking account, savings account and a credit card.  HSBC does not require clients to have a social security number or US address for a credit card allowing international clients to begin building a credit history in the United States.

Jody Paul Ragonese, RSD, CRP, MA-IO

International Corporate Employee Banking Solutions

Global Mobility, Expat Banking, Wealth, and Employee-wide

HSBC Bank USA, N.A.