

Deposit account application

University - School - Local authority - Council

Please complete this form in BLOCK CAPITALS and then return to Close Brothers Limited, 10 Crown Place, London EC2A 4FT. All fields are mandatory, unless otherwise stated. We may have to return incomplete or incorrectly filled forms which may delay the processing of your application.

If you have any questions regarding your application, please contact us on 0207 655 3407.

Section 1. About your organisation

Account holder name (Please note that the account holder name **must** be the same as the attached bank statement(s))

Nature of organisation

The personal details of **all** individuals authorised to give instructions must be provided on the attached Mandate form.

Primary authorised official's contact details

FAO Contact number

Correspondence address

Postcode

Section 2. Account requirements

Sterling account details

Account type	Term	Deposit amount	Initial deposit method		
			Cheque	CHAPS	BACS
Easy Access account <input type="checkbox"/>	N/A		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notice Account <input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fixed Term Deposit <input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Sterling deposits may be made by:

- Enclosing a cheque payable to Close Brothers Limited RE 'Account holder name'.
- Bank transfer direct to Close Brothers Limited: Account number 00000000, Sort code 16-51-87, reference 'Account holder name'
- Please note that initial deposits must originate from your nominated UK bank account as detailed in Section 3: Nominated UK bank account for sterling repayments.

Foreign currency account details

Account type	Term	Deposit amount	Currency		
			Euro	US Dollar	Other
Easy Access account <input type="checkbox"/>	N/A		<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Notice Account <input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Fixed Term Deposit <input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Please contact Close Brothers Treasury for details of how to remit funds to foreign currency accounts.

Please note that initial deposits must originate from your nominated bank account as detailed in Section 4: Nominated bank account(s) for foreign currency repayments.

Section 3. Nominated UK bank account for sterling repayments (for other currencies please complete Section 4)

All repayments will only be sent to your nominated bank account which must be held in the 'Account holder name'.

Nominated UK bank account

Bank name & address

Sort code Account number

Roll number

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Section 4. Your nominated bank account(s) for foreign currency repayments

If you are applying for foreign currency accounts, please complete the following section.

All repayments will only be sent to your nominated bank account(s) which must be held in the 'Account holder name'.

Currency	US Dollar <input type="checkbox"/>	Euro <input type="checkbox"/>	other (please specify) <input type="text"/>
Bank name	<input type="text"/>		
Address	<input type="text"/>		
IBAN	<input type="text"/>	SWIFT/BIC	<input type="text"/>
Account number	<input type="text"/>	Sort code	<input type="text"/> <input type="text"/> <input type="text"/>

Currency	US Dollar <input type="checkbox"/>	Euro <input type="checkbox"/>	other (please specify) <input type="text"/>
Bank name	<input type="text"/>		
Address	<input type="text"/>		
IBAN	<input type="text"/>	SWIFT/BIC	<input type="text"/>
Account number	<input type="text"/>	Sort code	<input type="text"/> <input type="text"/> <input type="text"/>

Currency	US Dollar <input type="checkbox"/>	Euro <input type="checkbox"/>	other (please specify) <input type="text"/>
Bank name	<input type="text"/>		
Address	<input type="text"/>		
IBAN	<input type="text"/>	SWIFT/BIC	<input type="text"/>
Account number	<input type="text"/>	Sort code	<input type="text"/> <input type="text"/> <input type="text"/>

Section 5. Financial information

Please describe how the funds for your initial deposit were acquired (e.g. sale of asset)

What is your expected average monthly balance for your account(s)?	£10,000 - £50,000	£50,001 - £100,000	£100,001 - £250,000	£250,001 - £500,000	£500,001 - £10,000,000
Easy Access account	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notice Account	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What is your expected number of payments into your account(s) on a monthly basis?	0 - 5		Greater than 5		
Easy Access account	<input type="checkbox"/>		<input type="checkbox"/>		
Notice Account	<input type="checkbox"/>		<input type="checkbox"/>		

Section 6. Documentation checklist

To complete our account opening formalities, **please forward the following documents with your completed application form.**

(All original documentation will be returned)

A copy of a bank statement dated within the last six months, or alternatively a certified copy of your Standard Settlement Instructions (SSI's) confirming the nominated account(s) for repayments as detailed in Section(s) 3 and/or 4*

A current full list of your Authorised Officials (with their signatures)

*Please note we are unable to accept internet banking print outs. If you are unable to supply a recent bank statement and a cheque deposit is not attached, please provide a cancelled cheque or blank paying in slip confirming your nominated account details.

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Section 7. How we use your information

Please note that Close Brothers Limited will hold and use your personal information for the purposes of providing our services to you and for other purposes connected with our relationship with you, and we may share your personal information with others, including credit reference agencies and fraud prevention agencies, for certain purposes. Please see condition 11 of the Customer Agreement ('How we use your information'), which describes the information we will be using and sharing, who we may share it with and the purposes that we and they will use it for. We may also use your personal information and share it with other companies within Close Brothers Group for us and them to send you information about products or services that we or they think may be of interest to you. By signing this application form you agree to this.

If you do not want to receive marketing information from Close Brothers Limited in this context, please tick here:

If you do not want to receive marketing information from other companies in our group in this context, please tick here:

You may contact us at any time to ask us not to use your information in this way.

From time to time we would like to offer you products and services that we believe may be of interest or benefit to you and are offered by companies outside of Close Brothers Group. We will not disclose your details to third parties, unless you specifically opt-in to this type of mailing. You may contact us at any time to ask us not to use your information in this way.

To opt in, please tick here:

Section 8. Acknowledgement and confirmation

Important information

All deposits placed with Close Brothers Limited are subject to our general Customer Agreement, and to any product specific additional conditions as detailed in our literature (the 'Terms & Conditions'). The Close Brothers Limited Customer Agreement and any additional conditions form the standard client agreement upon which we intend to rely. A copy of the Customer Agreement is provided with this application form or can be found on our website (www.closebrothers.co.uk). For your own benefit and protection you should read the Customer Agreement and additional conditions carefully before agreeing to them by returning this application form. If you do not understand any point please ask for further information. Copies of the Customer Agreement are also available upon request by telephoning us on 020 7655 3566.

We apply to open the account(s) as indicated on this application form. We accept the Customer Agreement and any additional conditions contained in this application form, on your website or any other marketing material sent to us and confirm that the details given by us are correct and will remain in force until such time as you receive notice from us in writing to the contrary, together with any necessary revised documentation required by you.

For and on behalf of the Account holder 1st Authorised Official signature

Print name

Title

Date

For and on behalf of the Account holder 2nd Authorised Official signature (if required)

Print name

Title

Date

Close Brothers Treasury and Close Brothers Savings are trading styles of Close Brothers Limited ('CBL'), a subsidiary of Close Brothers Group plc. CBL is registered in England and Wales with company number 195626 and registered office at 10 Crown Place, London EC2A 4FT. Close Brothers Limited is authorised and regulated by the Financial Services Authority, firm reference number 124750. CBL is a member of the Financial Services Compensation Scheme ('FSCS') which protects up to £85,000 of an eligible depositor's funds held with CBL. The FSCS limit relates to the total funds held by a depositor with CBL, including their share of any joint account and not to each separate account.

For office use only

Marketing Source	<input type="text"/>	Customer administration CAD checked	<input type="text"/>	Customer number	<input type="text"/>
Account officer	<input type="text" value="CBT"/>	Industry codes	<input type="text"/>	CAD approved	<input type="text"/>
Market officer	<input type="text"/>	Initial deposit from nominated account	Yes <input type="checkbox"/> No <input type="checkbox"/>	Treasury back office	
Class	<input type="text"/>	Tax to be deducted	Yes <input type="checkbox"/> No <input type="checkbox"/>	TBO input by	<input type="text"/>
Customer group	<input type="text"/>	Documents complete	Yes <input type="checkbox"/> No <input type="checkbox"/>	TBO checked	<input type="text"/>

Close Brothers Treasury

Account mandate

Account name: ('the Account holder')

We request that Close Brothers Limited trading as Close Brothers Treasury ('the Bank') opens/continues to operate accounts in the Account holder's name as detailed above and may open such further account(s) as we may request from time to time.

In connection with all accounts operated in the name of the Account holder from time to time, we set out below the names, specimen signatures and other personal information of the persons authorised to give instructions on behalf of the Account holder.

The Account holder has considered the Close Brothers Limited Customer Agreement ('the Agreement') and other documents which the Bank has provided and agrees that:

1. The Account holder hereby:
 - a. appoints the Bank as the Account holder's bankers; or
 - b. cancels the Account holder's existing mandate(s) to the Bank (with the exception of any instructions given by (or on behalf of) the Account holder prior to receipt of this mandate) and replace it/them with the attached.
2. The Account holder accepts the terms of the Agreement and confirms such acceptance to the Bank by completing the Bank's Account Mandate form.
3. The Account holder authorises any person named in this mandate in the section headed 'Authorised Officials' (an 'Authorised Official') individually to give instructions relating to the operation of the Account holder's accounts, in accordance with the security procedures set out in the Agreement.

The Account holder notes that the Bank is entitled to act on all instructions given by an Authorised Official in accordance with the Bank's security procedures until the Account Holder notifies the Bank that the Authorised Official is no longer authorised to act for it.

Use of Authorised Officials' personal data

By law, we are required to verify the identity and address of the Authorised Officials. To do this, we may use the services of electronic data registers, including, but not limited to, credit reference agencies. We may also ask you to provide us with documents to confirm identity and addresses. By signing below, each Authorised Official agrees that we may use their personal data in this way. We do not use information relating to Authorised Officials for marketing purposes, or allow others to use the information for such purposes.

Authorised Officials

Name Position held

Home telephone number Mobile telephone number Work telephone number

Email address

Residential address Postcode

Date of birth

Signature

Name Position held

Home telephone number Mobile telephone number Work telephone number

Email address

Residential address Postcode

Date of birth

Signature

Name Position held

Home telephone number Mobile telephone number Work telephone number

Email address

Residential address Postcode

Date of birth

Signature

Account mandate (continued)

Authorised Officials

Name	<input type="text"/>	Position held	<input type="text"/>
Home telephone number	<input type="text"/>	Mobile telephone number	<input type="text"/>
	<input type="text"/>	Work telephone number	<input type="text"/>
Email address	<input type="text"/>		
Residential address	<input type="text"/>	Postcode	<input type="text"/>
		Date of birth	<input type="text"/>
		Signature	<input type="text"/>

Instructions to amend customer static data can only be provided to the Bank in writing and must be signed by an Authorised Official. Fax, email or telephone requests will not be accepted. Instructions to make payments on an account can be provided by Authorised Officials in any way permitted by the Agreement.

It is the responsibility of the Account holder to advise the Bank of any changes to your Authorised Officials. The Authorised Officials will remain in place until such time as you update us and confirm the removal, or addition of Authorised Officials. Any amendments to Authorised Officials must be made by providing the Bank with an updated account Mandate form.

Use of personal data provided by the Account holder

By law, we are required to verify the identity and address of the authorised officials, directors and principal shareholders. To do this, we may use the services of electronic data registers, including, but not limited to, credit reference agencies. We may also ask you to provide us with documents to confirm identity and addresses of Authorised Officials. If, as part of your appointment of Close Brothers Treasury as your bankers, you provide us with information about another person, you are also confirming that you have told them about this Account Mandate, that they agree to the use of their personal data in this manner and that we may contact those officials and verify their identity and address. The Bank reserves the right to refuse individuals to be Authorised Officials on any account operated by you. We do not use information relating to Authorised Officials, directors and principal shareholders for marketing purposes, or allow others to use the information for such purposes.

Password

Please provide us with a suitable password which is easy to remember and difficult to guess. The password will be used as part of our identification process for authorised individuals.

Password (minimum of 5 characters and maximum of 10 characters without spaces)

We confirm that we have read and understood the information provided on this form and that the details given by us are correct and will remain in force until such time as you receive notice from us in writing to the contrary, together with any necessary revised documentation required by you.

For and on behalf of the Account holder
1st Authorised Official signature/ Charity Trustee
(Must be signed by an Authorised Official detailed on this Mandate)

Print name
Title
Date

For and on behalf of the Account holder
2nd Authorised Official signature (if required)
(Must be signed by an Authorised Official detailed on this Mandate)

Print name
Title
Date

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