



CLOSE TREASURY

APPLICATION FOR A DEPOSIT ACCOUNT

UNIVERSITY - SCHOOL - LOCAL AUTHORITY - COUNCIL

Please complete this form in **BLOCK CAPITALS** and then return to Close Brothers Limited at the above address.
ALL fields are mandatory, unless otherwise stated.

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

A current full list of your Authorised Officials (with their signatures) must be provided in addition to this application form.

Primary Authorised Official's Contact Details

Name		Position Held	
Contact No.	Mobile No.	Email Address	
Correspondence Address			
			Post Code
			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

SECTION 2. ACCOUNT REQUIREMENTS

Sterling Account Details			Initial Deposit Method		
Account Type	Term	Deposit Amount	Cheque	CHAPS	BACS
Easy Access <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			Currency		
Account Type	Term	Deposit Amount	Euro	US Dollar	Other
Easy Access <input type="checkbox"/>	N/A		<input type="checkbox"/>	<input type="checkbox"/>	
Notice Account <input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	
Fixed Term Deposit <input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	

Please contact Close Brothers Limited 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, unless Section 5: Receiving Payments from Third Parties is completed.

SECTION 3. NOMINATED UK BANK ACCOUNT FOR STERLING REPAYMENTS

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

Your Nominated UK Bank for Repayment of Sterling Funds (for other currencies please complete Section 4)														
Bank Name & Address														
Sort Code														
Account No.														
Roll No.														

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UNIVERSITY - SCHOOL - LOCAL AUTHORITY - COUNCIL (continued)

Only complete this page if you are applying for Foreign Currency accounts or services

SECTION 4. YOUR NOMINATED BANK ACCOUNT(S) FOR FOREIGN CURRENCY REPAYMENTS

If you are applying for foreign currency accounts or services, 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', unless Section 6: Sending Foreign Exchange Payments to Third Parties is completed.

Currency	US Dollar	<input type="checkbox"/>	Euro	<input type="checkbox"/>	Other (please specify)
Bank Name					
Address					
IBAN				SWIFT/BIC	
Account No.				Sort Code	

Currency	US Dollar	<input type="checkbox"/>	Euro	<input type="checkbox"/>	Other (please specify)
Bank Name					
Address					
IBAN				SWIFT/BIC	
Account No.				Sort Code	

Currency	US Dollar	<input type="checkbox"/>	Euro	<input type="checkbox"/>	Other (please specify)
Bank Name					
Address					
IBAN				SWIFT/BIC	
Account No.				Sort Code	

SECTION 5. RECEIVING PAYMENTS FROM THIRD PARTIES

If you expect to receive payments into your account from a third party, please complete the following sections.

This information must be provided in order to receive third party funds.

The identity of the third party(ies) (if already known):	
Specific reason for receiving third party payments:	
Expected size and frequency of payments:	

SECTION 6. SENDING FOREIGN EXCHANGE PAYMENTS TO THIRD PARTIES*

If payments are to be sent by us to a third party i.e. to an account or accounts other than in your name, please complete the following boxes.

This information MUST be provided in order to make third party payments.

The identity of the third party(ies) (if already known):	
Specific purpose of third party payments:	
Expected size and frequency of these payments:	

<p>Please Note:</p> <ol style="list-style-type: none"> 1. We will only make third party payments on your behalf on receipt, on each such occasion, of a request from you on our standard form, <u>accompanied by sufficient documentation to support the purpose of the third party payment.</u> 2. We will only make payments to certain foreign countries. Please check with us if in doubt as to whether a country is eligible or not. 3. Where a foreign exchange deal is <u>contingent</u> on a payment being made thereafter to a third party, you must let us know the details relating to the payment <u>before</u> placing the deal with us. 4. A charge of £10, or foreign currency equivalent (as may be varied), will be applied to your account with us for each third party payment made by us on your behalf. 5. *Third party payments will only be made as a result of a foreign exchange transaction. 6. All payments are subject to the terms of the Customer Agreement.
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SECTION 7. 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.

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.

We agree that where a foreign exchange transaction is contingent on a payment being made thereafter to a third party, we will first advise you of the full details relating to the requested payment and obtain your agreement to make the proposed payment. We acknowledge that you are not liable for failure to make a payment where it was not agreed by you in advance.

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 Limited. Registered office: 10 Crown Place London EC2A 4FT. Registered in England and Wales Company No. 195626. Close Brothers Limited is authorised and regulated by the Financial Services Authority No. 124750 (see www.fsa.gov.uk for more details). Close Brothers Limited is a member of the Financial Services Compensation Scheme ("FSCS") which protects up to £50,000 of an eligible depositor's funds held with the bank. The FSCS limit relates to the combined amount of an eligible depositor's accounts with the bank, including their share of any joint account, and not to each separate account. **Close Brothers Limited trades as Close Treasury and Close Savings. The FSCS limit applies to the total funds held by a depositor with Close Brothers Limited under either of our trading names, so if you hold (for example) £50,000 with Close Treasury and £50,000 with Close Savings, only £50,000 (and not £100,000) will be protected.** Close Brothers Limited is a subsidiary of Close Brothers Group plc. All telephone calls are recorded for training and monitoring purposes.

For Office Use Only

Marketing		Customer Administration			
Source		CAD Checked			Customer No.
Account Officer		Industry Codes			CAD Approved
Market Officer		Initial Deposit From Nominated Account	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Treasury Back Office
Class		Tax to be Deducted	Yes <input type="checkbox"/>	No <input type="checkbox"/>	TBO Input By
Customer Group		Documents Complete	Yes <input type="checkbox"/>	No <input type="checkbox"/>	TBO Checked