

Deposit Application

This application form is for deposits made by or on behalf of a Company or other organisation, including Registered Charities and Solicitors.

Important: Before completing this form please note the Society's Investment Terms & Conditions together with your chosen account terms and the Rules of the Society. In addition please read the notes under Customer Identification below.

Please complete this form in **BLOCK CAPITALS** and then **READ AND SIGN THE DECLARATION OVERLEAF**.

If you require any assistance in completing this form please contact us.



Which account would you like to open: _____

Opening Investment: Amount £ _____ *

*Opening investment should be made by cheque drawn on the organisations bank account. Cheques should be made payable to the organisation or Ipswich Building Society in respect of the organisation.

Account Information

Name of Organisation/Solicitor Client Fund: _____

Account Title: _____

Registered Address: _____

Postcode: _____ Tel. No.: _____

For Office Use:

Address for correspondence if different: _____

Account No.:

Postcode: _____ Tel. No.: _____

Contact Name: _____ Email: _____

Customer No.:

Company/Charity Number: _____

Nature of business/purpose of organisation: _____

Please tick to confirm organisation is either a: Limited Company/LLP Solicitor Credit Union

Unincorporated/Club/Association/Charity Incorporated/Association/Charity Financial Institution Investment Firm

Please tick to confirm that the organisation or any controlling pers on within the organisation does not have a tax residency outside of the UK

Please tick if there are any individuals who own or control over 25% of its capital or profit, or its voting rights. This is requested for money laundering regulations.

Please detail the source of the opening investment _____

E.g savings, sale of property, client funds, group contributions

Account Operations

Expected Monthly Movements on the Account. This is requested for money laundering regulations.

Value of transactions in: _____ Number of transactions in: _____

Value of transactions out: _____ Number of transactions out: _____

What is the purpose for this account being opened? _____

Interest

Please indicate: added to account paid into nominated bank account below
(Subject to your account terms & conditions)

Withdrawal Mandate

Withdrawals to be paid on: any two any three all four
of the signatures of the officials named overleaf, or any substitutes subsequently notified to the Society in writing.

Where no instructions are received all signatories will be required to sign for withdrawals.

All withdrawals requested from the Undesignated Client Deposit account will be sent by CHAPS to a nominated bank account. For other Corporate Deposit accounts withdrawals requested for £100,000 and over will also be sent by CHAPS. Please complete the mandate below:

Bank name: _____ Account Name: _____

Sort code _____ Account No. _____ Ref. _____
(if applicable)

Customer Identification

You will need to provide identification for the organisation.

If you are an authorised signatory, we can confirm your address electronically if you are on the electoral roll. In addition to this, we will need the following:

- Applying in Branch: Originals of your Full UK photocard Driving License OR Valid Full UK Passport.
- Applying by post: Certified copies of your Full UK photocard Driving License OR Valid Full UK Passport AND your account must be opened with a personal cheque issued by a bank/building society bearing your name and account number.

Other forms of identification may be acceptable; Society staff will be happy to supply details.

Lists of acceptable documents can be found in our 'Proving your name and address' leaflet. In the event we are unable to confirm your identity electronically, additional identification will be required.

For existing customers additional identification is not normally required. However if your existing account has not been used for one year we will ask you to provide proof of your identity.

Ipswich Building Society is covered by the **Financial Services Compensation Scheme (FSCS)**. The FSCS can pay compensation to depositors if a building society is unable to meet its financial obligations. Most companies and all unincorporated bodies are covered by the scheme.

As part of this application you will have received an FSCS Information Sheet, which sets out a number of exclusions. Please let us know if the organisation **does not** qualify for compensation because it is excluded by the nature of its business:

- | | | |
|--|--|---|
| Please tick | Please tick | Please tick |
| • Credit Institution <input type="checkbox"/> | • Insurance undertaking <input type="checkbox"/> | • Pension or retirement fund <input type="checkbox"/> |
| • Financial Institution <input type="checkbox"/> | • Reinsurance undertaking <input type="checkbox"/> | • Public Authority, other than a small local authority <input type="checkbox"/> |
| • Investment Firm <input type="checkbox"/> | • Collective investment undertaking <input type="checkbox"/> | with an annual budget up to EUR 500,000 <input type="checkbox"/> |

DATA PROTECTION

Your personal information is held in accordance with the Society's Privacy Notice which has been provided to you separately. Ipswich Building Society takes your privacy seriously and will only use your personal information to administer your account and to provide the products and services you have requested from us. However, from time to time we would like to contact you with details of other savings products, services, competitions and events we provide. You can withdraw or amend your consent at any time by contacting us.

I/We consent to be contacted for marketing purposes by the methods marked with an X below:-

Post

Telephone

Email

You have the right to request access to your personal information and to obtain information about how we process it. These requests can be made in writing to the Data Protection Officer or via email to DPO@IBS.CO.UK

PLEASE READ THE DECLARATION BEFORE SIGNING THIS FORM

We want you to understand the nature of this product. It is for your own benefit and protection to read the **Terms and Conditions** that apply to this account carefully before signing this declaration. If you do not understand any point, please ask us for further information. Please contact your local branch or call us on 0330 123 0723.

DECLARATION

All signatories must sign:

- We confirm that the depositor has given us authority to open this account
- We confirm that the depositor's rules dictate that the conduct of affairs has been delegated to a committee, board or individual officers
- We undertake to inform Ipswich Building Society of any relevant changes to the organisation's rules or members of its governing body
- We have received a copy of the **terms and conditions relating to this account**, along with a **Customer Information Booklet** and the Society's **General Investment Terms & Conditions**
- We agree to be bound by these and by the **Society's Rules** which also apply to this account. A copy of the Society's Rules are available on request
- We understand that the Society will rely on our signatures for all purposes connected with this account
- We understand that the account is a deposit account and does not convey membership or voting rights within the Society
- We have read and understood the notes regarding the **Data Protection** legislation detailed above
- We confirm that the information supplied in connection with the opening of this account is correct
- We confirm that we are happy for the Society to make any enquiries as they consider necessary to confirm our identity and address and, if appropriate, the identity and address of all signatories
- We have read and understood the Society's Privacy Notice.

We acknowledge receipt of the Financial Services Compensation Scheme Information Sheet and the Society's Privacy Notice which I/we received prior to opening this account

Signatures: 1. _____ Position: _____ Date: d d m m y y y y

2. _____ Position: _____ Date: d d m m y y y y

3. _____ Position: _____ Date: d d m m y y y y

4. _____ Position: _____ Date: d d m m y y y y

Details of Signatories

1. Full Name: (title) _____ (forename/s) _____ (surname) _____

Residential Address: _____

Postcode: _____ Date of Birth: d d m m y y y y

Address confirmed (for office use) Copy of ID attached (for office use) Existing Customer

2. Full Name: (title) _____ (forename/s) _____ (surname) _____

Residential Address: _____

Postcode: _____ Date of Birth: d d m m y y y y

Address confirmed (for office use) Copy of ID attached (for office use) Existing Customer

For Office Use:

Customer No.:

1.

2.

3.

4.

3. Full Name: (title) _____ (forename/s) _____ (surname) _____

Residential Address: _____

Postcode: _____ Date of Birth: d d m m y y y y

Address confirmed (for office use) Copy of ID attached (for office use) Existing Customer

4. Full Name: (title) _____ (forename/s) _____ (surname) _____

Residential Address: _____

Postcode: _____ Date of Birth: d d m m y y y y

Address confirmed (for office use) Copy of ID attached (for office use) Existing Customer

FOR OFFICE USE ONLY (must be completed in BLACK) Terms and Conditions have been supplied

Branch/Agency code

Corporate/Organisations Identification Supplied

Eligibility Confirmed

Yes No N/A

Operators Linked

I.D. Updated

CUS08 checked?

CUS15 checked?

KYC

Confirmation Letter of Investment

Account Type

Input by

Date

Checked by

Date

Amended by

Date

The Society is required each year to supply to HM Revenue & Customs particulars of all interest paid or credited to investors' accounts.

HEAD OFFICE - PO Box 547 Ipswich IP3 9WZ Telephone 0330 123 0723 Fax (01473) 278600 Email enquiries@ibs.co.uk Website www.ibs.co.uk

Financial Services Compensation Scheme – Information Sheet



Basic information about the protection of your eligible deposits

Eligible deposits in Ipswich Building Society are protected by:	the Financial Services Compensation Scheme ("FSCS") ¹
Limit protection:	£85,000 per depositor per bank/building society/credit union ² The following trading names are part of your bank/building society/credit union Ipswich Building Society.
If you have more eligible deposits at the same bank/building society/credit union:	All your eligible deposits at the same bank/building society/credit union are "aggregated" and the total is subject to the limit of £85,000 ²
If you have a joint account with other person(s):	The limit of £85,000 applies to each depositor separately. ³
Reimbursement period in case of bank/building society or credit union's failure:	20 working days. ⁴
Currency of reimbursement:	Pound sterling (GBP, £) or, for branches of UK banks operating in other EEA Member States, the currency of that State.
To contact Ipswich Building Society for enquiries relating to your account:	Ipswich Building Society, PO Box 547, Ipswich IP3 9VW Tel: 0330 123 0723, Fax: 01473 278625, Email enquiries@ibs.co.uk, Web www.ibs.co.uk
To contact the FSCS for further information on compensation:	Financial Services Compensation Scheme 10th Floor Beaufort House, 15 St Botolph Street, London EC3A 7QU Tel: 0800 678 1100 or 020 7741 4100 Email: ICT@fscs.org.uk
More information:	http://www.fscs.org.uk

Additional information (all or some of the below)

¹ Scheme responsible for the protection of your eligible deposit

Your eligible deposit is covered by a statutory Deposit Guarantee Scheme. If insolvency of your bank, building society or credit union should occur, your eligible deposits would be repaid up to £85,000 by the Deposit Guarantee Scheme.

² General limit of protection

If a covered deposit is unavailable because a bank, building society or credit union is unable to meet its financial obligations, depositors are repaid by a Deposit Guarantee Scheme. This repayment covers at maximum £85,000 per bank, building society or credit union. This means that all eligible deposits at the same bank, building society or credit union are added up in order to determine the coverage level. If, for instance, a depositor holds a savings account with £80,000 and a current account with £20,000, he or she will only be repaid £85,000.

This method will also be applied if a bank, building society or credit union operates under different trading names. Ipswich Building Society does not trade under any other name. This means that all deposits with Ipswich Building Society are in total covered up to £85,000.

In some cases eligible deposits which are categorised as "temporary high balances" are protected above £85,000 for six months after the amount has been credited or from the moment when such deposits become legally transferable. These are eligible deposits connected with certain events including:

- (a) certain transactions relating to the depositor's current or prospective only or main residence or dwelling;
- (b) a death, or the depositor's marriage or civil partnership, divorce, retirement, dismissal, redundancy or invalidity;
- (c) the payment to the depositor of insurance benefits or compensation for criminal injuries or wrongful conviction.

More information can be obtained under <http://www.fscs.org.uk>

³ Limit of protection for joint accounts

In case of joint accounts, the limit of £85,000 applies to each depositor.

However, eligible deposits in an account to which two or more persons are entitled as members of a business partnership, association or grouping of a similar nature, without legal personality, are aggregated and treated as if made by a single depositor for the purpose of calculating the limit of £85,000.

Additional information *continued*

⁴ Reimbursement

The responsible Deposit Guarantee Scheme is the Financial Services Compensation Scheme, 10th Floor Beaufort House, 15 St Botolph Street, London, EC3A 7QU, Tel: 0800 678 1100 or 020 77414100, Email: ICT@fscs.org.uk. It will repay your eligible deposits (up to £85,000) within 20 working days until 31 December 2018; within 15 working days from 1 January 2019 until 31 December 2020; within 10 working days from 1 January 2021 to 31 December 2023; and within 7 working days from 1 January 2024 onwards, save where specific exceptions apply.

Where the FSCS cannot make the repayable amount available within 7 working days, it will, from 1 June 2016 until 31 December 2023, ensure that you have access to an appropriate amount of your covered deposits to cover the cost of living (in case of a depositor which is an individual) or to cover necessary business expenses (in the case of a depositor which is not an individual or a large company) within 5 working days of a request. Again, there are specific exceptions to this obligation.

If you have not been repaid within these deadlines, you should contact the Deposit Guarantee Scheme since the time to claim reimbursement may be barred after a certain time limit. Further information can be obtained under <http://www.fscs.org.uk>.

Other important information

In general, all retail depositors and businesses are covered by Deposit Guarantee Schemes. Exceptions for certain deposits are stated on the website of the responsible Deposit Guarantee Scheme. Your bank, building society or credit union will also inform you of any exclusions from protection which may apply. If deposits are eligible, the bank, building society or credit union shall also confirm this on the statement of account.

Exclusion List

A deposit is excluded from protection if:

- (1) The holder and any beneficiary owner of the deposit have never been identified in accordance with money laundering requirements. For further information, contact your bank, bank building society or credit union.
- (2) The deposit arises out of transactions in connection with which there has been a criminal conviction for money laundering.
- (3) It is a deposit made by a depositor which is one of the following:
 - Credit institution
 - Financial institution
 - Investment firm
 - Insurance undertaking
 - Reinsurance undertaking
 - Collective investment undertaking
 - Pension or retirement fund
 - Public authority

For more information about exclusions, refer to the FSCS website at www.fscs.org.uk

¹ Deposits by personal pension schemes, stakeholder pension schemes and occupational pension schemes of micro, small and medium sized enterprises are not excluded.