

Business Online Banking Application form

Please use **BLOCK CAPITALS** only. Please complete all relevant sections.

Customer Details	
Sort code	<input type="text"/>
Account number	<input type="text"/>
Account name	<input type="text"/>
Customer Online ID (where applicable)	<input type="text"/>


Contact Details	
Key contact person (this person must be an account signatory)	
Name	<input type="text"/>
Position	<input type="text"/>
E-mail	<input type="text"/>
Telephone numbers (inc. STD code)	
Day	<input type="text"/>
Mobile	<input type="text"/>


Your marketing preferences and consent declaration	
At The Co-operative Bank p.l.c. (trading names - smile, Platform and Britannia) we would like to keep you up to date with details of our banking products and services such as: current accounts, savings, secured and unsecured lending products.	
If you consent to us contacting you for this purpose, please tick the relevant box(es):	
You have the right to withdraw, object to, or change your marketing preferences at any time either by calling us or visiting one of our branches.	
by post	<input type="checkbox"/>
by telephone	<input type="checkbox"/>
by email	<input type="checkbox"/>
by text message	<input type="checkbox"/>
The Co-operative Bank p.l.c. would also like to keep you up to date with relevant products and services available to you by our carefully selected third parties .	
(Go to co-operativebank.co.uk/global/thirdparties for a list of third parties.) Please tick if you consent to this: <input type="checkbox"/>	


Authorised signatory users


Please set up the following existing authorised signatories with access to Business Online Banking.


An authorised signatory is someone who is authorised to access, operate or transact on the account via telephone or online banking, sign cheques and issue instructions to make changes to the account. If you are not currently an authorised signatory, you will need to complete a change of signatories and authorised users mandate.

1		
Title	First name (in full)	Middle name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname	Signature	
<input type="text"/>	<input type="text"/>	
Email address		Date
<input type="text"/>		<input type="text"/>

2		
Title	First name (in full)	Middle name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname	Signature	
<input type="text"/>	<input type="text"/>	
Email address		Date
<input type="text"/>		<input type="text"/>

3		
Title	First name (in full)	Middle name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname	Signature	
<input type="text"/>	<input type="text"/>	
Email address		Date
<input type="text"/>		<input type="text"/>


4		
Title	First name (in full)	Middle name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname	Signature	
<input type="text"/>	<input type="text"/>	
Email address		Date
<input type="text"/>		<input type="text"/>


5		
Title	First name (in full)	Middle name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname	Signature	
<input type="text"/>	<input type="text"/>	
Email address		Date
<input type="text"/>		<input type="text"/>


Authorised users


Please set up the following existing authorised users with access to Business Online Banking.


An **Authorised User** is anybody who is allowed to access the account via telephone or online banking, regardless of their position or stake in the company. Authorised Users will not be able to sign any requests on your behalf to request changes to the Business Account nor can they make any Lending requests. Please note that this will grant the Authorised User access to any other accounts held in the same business name. If you are not currently an authorised user, you will need to complete a change of signatories and authorised users mandate.

1		
Title	First name (in full)	Middle name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname	Signature	
<input type="text"/>	<input type="text"/>	
Email address		
<input type="text"/>	Date	
<input type="text"/>	<input type="text"/>	

2		
Title	First name (in full)	Middle name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname	Signature	
<input type="text"/>	<input type="text"/>	
Email address		
<input type="text"/>	Date	
<input type="text"/>	<input type="text"/>	

3		
Title	First name (in full)	Middle name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname	Signature	
<input type="text"/>	<input type="text"/>	
Email address		
<input type="text"/>	Date	
<input type="text"/>	<input type="text"/>	

4		
Title	First name (in full)	Middle name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname	Signature	
<input type="text"/>	<input type="text"/>	
Email address		
<input type="text"/>	Date	
<input type="text"/>	<input type="text"/>	

5		
Title	First name (in full)	Middle name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname	Signature	
<input type="text"/>	<input type="text"/>	
Email address		
<input type="text"/>	Date	
<input type="text"/>	<input type="text"/>	

Payment Functionality and Approvals

By default, all Business Online Banking customers will have the ability to send internal transfers to linked accounts, immediate payments and future dated payments. If you also require the ability to send foreign payments or CHAPS payments, and set up limits and additional approvals for these payment types, please complete the details below:

Payments & Additional Approvals

Do you want to be able to submit CHAPS payments?

Daily CHAPS limit required £

Please note, CHAPS payments will **always** require the additional approval of an **authorised signatory user**. This must be a different user to the one who submits the CHAPS payment request.

Do you want to be able to submit foreign payments?

Please note, this is subject to a maximum individual payment limit of £20k, and a maximum daily limit of £30k.

Do you want all foreign payments to have additional approvals?

Yes No

Immediate and future dated payments are provided as a standard feature of the service.

Do you want all immediate and future dated payments to have additional approvals?

Yes No

Additional approvals can be carried out by either an authorised signatory user or an authorised user (but not the user who has submitted the payment request).

Declaration

Declaration: I/We request that The Co-operative Bank registers me/us for the Business Online Banking service and I/we are authorised signatories and confirm that I/we have read and agree to the terms and conditions. By signing this agreement, I/we confirm that the information captured in this application form is correct.

N.B. Unless you've opted for approvals for your payments, any of your authorised signatory users or authorised users, acting alone, will be permitted to use Business Online Banking and make transactions on your behalf regardless of any different signing instructions or authority on your account mandate held by the bank. This is a condition of the Business Online Banking service. Your users will be able to see details of all your accounts that are linked on our systems when using Business Online Banking.

This **must** be signed by the authorised signatories, in accordance with your account mandate, as specified in your application form or your most recent change of signatories request.

Signature	<input type="text"/>	Date	<input type="text"/>
Signature	<input type="text"/>	Date	<input type="text"/>
Signature	<input type="text"/>	Date	<input type="text"/>
Signature	<input type="text"/>	Date	<input type="text"/>
Signature	<input type="text"/>	Date	<input type="text"/>

What to do next

Return completed form to:

Business Online Banking support, FREEPOST NAT5915, The Co-operative Bank p.l.c., Delf House, Southway, Skelmersdale WN8 6ZX.

Please call 03457 213 213* (8am – 8pm Monday to Friday and 9am – 12 noon on Saturday) if you would like to receive this information in an alternative format such as large print, audio or Braille.

The Co-operative Bank p.l.c. is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (No.121885). The Co-operative Bank, Platform, smile and Britannia are trading names of The Co-operative Bank p.l.c., P.O. Box 101, 1 Balloon Street, Manchester M60 4EP. Registered in England and Wales No.990937. Credit facilities are provided by The Co-operative Bank p.l.c. and are subject to status and our lending policy. The Bank reserves the right to decline any application for an account or credit facility. The Co-operative Bank p.l.c. subscribes to the Standards of Lending Practice which are monitored by the Lending Standards Board.

*Calls to 03 numbers cost the same as calls to numbers starting with 01 and 02. Calls may be monitored or recorded for security and training purposes.

Information correct at 10/2018