

# BUSINESS/LIMITED COMPANY DEPOSIT ACCOUNT



**MANSFIELD**  
BUILDING SOCIETY

## Branch & Postal Application Form

For office use only  
Account Number

This application form should be completed if you wish to operate your account in branch and/or via post.

You will be issued with a passbook for this account which must be used to operate it.

Please use BLOCK CAPITALS and fill in all sections or tick boxes as appropriate.

### 1 ACCOUNT TYPE

Account Name & Issue Number

### 2 INVESTMENT AMOUNT

The current maximum and minimum investments are shown in the Interest Rates and Account Summary. All cheques should be drawn in favour of Mansfield Building Society and the account name (e.g. Mansfield Building Society - ABC Ltd)

£

### 3 ACCOUNT OPERATION

What do you intend to use this account for?

How frequently do you anticipate using this account?

Please provide an indication of the source of the opening deposit

Please provide an indication of the anticipated source of additional deposits

### 4 ACCOUNT DETAILS

Name of Limited Company, Sole Trader, Partnership or Unincorporated Business

Company Registration No. (if applicable)

### 5 CONTACT DETAILS

|                |                 |
|----------------|-----------------|
| Address _____  | Telephone _____ |
| _____          | Mobile _____    |
| _____          | Email _____     |
| Postcode _____ |                 |

### 6 INTEREST PAYMENT INSTRUCTIONS

A. Add interest to this account?  YES  NO

B. Pay interest to another Mansfield Building Society Account  
Account No

C. Pay interest to my / our Bank Account in the name(s) of: \_\_\_\_\_  
Bank Name \_\_\_\_\_ Branch \_\_\_\_\_  
Account No  Sort Code

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## 7 APPOINTED OFFICERS/MANDATE HOLDERS

The following are approved to sign on behalf of the Limited Company, sole trader, partnership or unincorporated body to make a change on the account (such as change of address or change of mandate). Complete the information below for all appointed officers and provide identification.

|   | 1. | 2. | 3. | 4. |
|---|----|----|----|----|
| Title   |    |    |    |    |
| First Name(s)   |    |    |    |    |
| Surname   |    |    |    |    |
| Address<br>(incl. Post Code)  |    |    |    |    |
| Date of Birth   |    |    |    |    |
| NI No.  |    |    |    |    |
| Nationality   |    |    |    |    |
| Telephone   |    |    |    |    |
| Security Identifier*  |    |    |    |    |
| Position Held   |    |    |    |    |
| I am a Beneficial Owner (see definition in Section 7 below) –   |    |    |    |    |
| Tick if YES <input type="checkbox"/> Tick if YES <input type="checkbox"/> Tick if YES <input type="checkbox"/> Tick if YES <input type="checkbox"/> |    |    |    |    |

\*Required for security purposes and must be a word that is easily remembered but not known to any other party.

How many signatures are required to make withdrawals:  ONE to sign     TWO to sign     THREE to sign     ALL to sign  
(Tick ONE option to confirm)

## 8 BENEFICIAL OWNERS

A beneficial owner is an individual that has a controlling interest, shareholding or voting rights of more than 25% in the business **and are not listed above**. Beneficial owners do not need to be a signatory on the account.

Complete the information below for all beneficial owners and provide identification:

|                              | 1. | 2. | 3. | 4. |
|------------------------------|----|----|----|----|
| Title                        |    |    |    |    |
| First Name(s)                |    |    |    |    |
| Surname                      |    |    |    |    |
| Address<br>(incl. Post Code) |    |    |    |    |
| Date of Birth                |    |    |    |    |
| NI No.                       |    |    |    |    |
| Nationality                  |    |    |    |    |
| Telephone                    |    |    |    |    |
| Security Identifier*         |    |    |    |    |
| Position Held                |    |    |    |    |

\*Required for security purposes and must be a word that is easily remembered but not known to any other party.

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## 9 ACCOUNT DOCUMENTATION

|  |                                   |
|--|-----------------------------------|
| I/We enclose the following:  | Tick to confirm you have enclosed |
| <b>LIMITED COMPANIES:</b>  |                                   |
| • Bank statement for our Business account (all deposits must be made from this account and I/we acknowledge that withdrawals can only be sent to this account)   | <input type="checkbox"/>          |
| • Company Registration Number or Memorandum and Articles of Association  | <input type="checkbox"/>          |
| • A resolution of the Board of Directors to open the account on company headed paper confirming authority to those who will operate it and the address to which the correspondence should be directed. | <input type="checkbox"/>          |
| <b>SOLE TRADER, PARTNERSHIP OR UNINCORPORATED BUSINESS:</b>  |                                   |
| • Bank statement for Business account (all deposits and withdrawals must be made from or to this account)  | <input type="checkbox"/>          |
| • Business letterheading, invoice or business card   | <input type="checkbox"/>          |
| • Signed mandate with authority to open and operate the account.   | <input type="checkbox"/>          |
| Proof of ID and Address is also required for all individual(s) named as Appointed Officers, Mandate Holders and/or Beneficial Owners.  | <input type="checkbox"/>          |

## 10 DECLARATION & SIGNATURE(S)

1. I / We understand that the operation of this account will be governed by the Terms and Conditions for the specific product chosen and by the General Account Terms and Conditions. I / We understand that it is my / our responsibility to read these carefully and to ask for clarification if there is anything in them that I / we do not understand. Copies of the specific Product Terms and Conditions and/or the General Account Terms and Conditions are available on request from any of our branches or can be viewed on our website [mansfieldbs.co.uk](https://mansfieldbs.co.uk)

2. I / We agree to be bound by the Rules of the Society. Copies of the Society's Summary Financial Statement are available on request from any of our branches or can be viewed on our website [mansfieldbs.co.uk](https://mansfieldbs.co.uk). Copies of the Society's Memorandum and Rules are available on request from the Principal Office of the Society.

3. I / We understand that by signing this application form I / we confirm that I / we have read in full the Privacy Notice of the Society. A copy of the Privacy Notice is available on request from any of our branches or can be viewed on our website [mansfieldbs.co.uk](https://mansfieldbs.co.uk)

4. I / We acknowledge and understand that in order to process my / our application, the Society may perform identity checks on me / us, with one or more Credit Reference Agencies (CRAs) and/or Fraud Prevention Agencies (FPAs) who will supply information, including information from the Electoral Register for the purpose of verifying my / our identity/identities and my / our address(es).

5. **I / We have received, read and understood the Financial Services Compensation Scheme Information Sheet and have noted the deposits, categories of deposits or other instruments that are not protected under the Financial Services Compensation Scheme as listed in Section 10 of this form**   
A copy of the Financial Services Compensation Scheme Information Sheet is available on request from any of our branches or can be viewed on our website [mansfieldbs.co.uk](https://mansfieldbs.co.uk)

6. I / We confirm that I / We reside in the UK for tax purposes and am a / are citizen(s) of the UK.

7. I / We confirm that the Company / Organisation this account is in the name of is registered only in the UK for tax purposes.

8. I / We declare that the Society will be notified in writing if there are any changes to the Authorised Signatories, Beneficial Owners and/or the Correspondence Address.

**SIGNATURES (TWO specimen signatures required for each Mandate Holder)**

|          |          |            |
|----------|----------|------------|
| 1. _____ | 1. _____ | Date _____ |
| 2. _____ | 2. _____ | Date _____ |
| 3. _____ | 3. _____ | Date _____ |
| 4. _____ | 4. _____ | Date _____ |

**BENEFICIAL OWNERS (who have not signed above)**

|          |            |
|----------|------------|
| 5. _____ | Date _____ |
| 6. _____ | Date _____ |
| 7. _____ | Date _____ |
| 8. _____ | Date _____ |

# BUSINESS/LIMITED COMPANY DEPOSIT ACCOUNT APPLICATION FORM

## 11 MORE INFORMATION

### DATA PROTECTION – YOUR PERSONAL INFORMATION AND WHAT WE DO WITH IT

At Mansfield Building Society we take your privacy seriously. Personal information you provide to Mansfield Building Society and how we process this will depend on the products or services you apply for and (if your application is successful) obtain from us.

Full details of the types of personal information we collect from you, how we use, store and share this information, together with your individual rights, can be found in our Privacy Notice. It is important that you read the Privacy Notice.

The Privacy Notice can be accessed at [mansfieldbs.co.uk](https://mansfieldbs.co.uk), by picking up a copy from any of our branches or you can ask us to post a copy to you.

### IDENTIFICATION

For identification requirements please see our You & Your Savings Account leaflet

### CANCELLATION PERIOD

If you are not happy about your choice of account, you may cancel it within 14 days of:

- the day you enter into the contract; or
- the day on which you receive the contract terms and conditions and other information on paper or electronically; whichever is later.

We will help you switch to another of our accounts or we will give you all your money back with any interest it has earned. We will ignore any notice period and any extra charges.

### DEPOSITS

The following deposits, categories of deposits or other instruments are not protected under the Financial Services Compensation Scheme:

- Deposits of a credit union to which the credit union itself is entitled
- Deposits which can only be proven by a financial instrument (listed in section C of Annex 1 of Directive 2014/65/EU) unless it is a savings product which is evidenced by a certificate of deposit made out to a named person and which exists in a Member State on 2 July 2014
- Deposits of a collective investment scheme which qualifies as a small company (Under the Companies Act 1985 or Companies Act 2006)
- Deposits of an overseas financial services institution which qualifies as a small company (Under the Companies Act 1985 or Companies Act 2006)
- Deposits of certain regulated firms (investment firms, insurance undertakings and reinsurance undertakings) which qualify as a small business or a small company (Under the Companies Act 1985 or Companies Act 2006). Refer to FSCS for further information on this category.

This account will qualify you as a Depositor in the Society. You will be bound by its Rules so far as they apply to Deposit account holders.

As a Depositor you will not be a Member of the Society and you will not be able to vote at meetings of the Society or exercise other membership rights. A copy of the Society's Rules are available on request free of charge from any Branch Office or [mansfieldbs.co.uk](https://mansfieldbs.co.uk). See also General Account Terms and Conditions leaflet.

#### Information about our other products and services

No offers or promotional material will be sent to you. If you would like to receive details of other products and services we provide, including our community activities and latest news, you can update your marketing preferences at any time by writing to us at Regent House, Regent Street, Mansfield, Nottinghamshire NG18 1SS, calling us on 01623 676300, visiting any of our branches or completing the online form at [mansfieldbs.co.uk/my-preferences](https://mansfieldbs.co.uk/my-preferences)

## FOR OFFICE USE ONLY

|  |                                       |                           |
|--|---------------------------------------|---------------------------|
| Customer Number(s)   | <input type="text"/>                  |                           |
| Mandate Holder Customer Number(s):   |                                       |                           |
| 1.   | <input type="text"/>                  |                           |
| 2.   | <input type="text"/>                  |                           |
| 3.   | <input type="text"/>                  |                           |
| 4.   | <input type="text"/>                  |                           |
| Beneficial Owner Customer Number(s):   |                                       |                           |
| 5.   | <input type="text"/>                  |                           |
| 6.   | <input type="text"/>                  |                           |
| 7.   | <input type="text"/>                  |                           |
| A/CS Held  | <input type="text" value="YES / NO"/> |                           |
| Matched  | <input type="text" value="YES / NO"/> |                           |
| <input type="checkbox"/> Credit Reference Agency checks completed                              | Opened by <input type="text"/>        | Date <input type="text"/> |
| <input type="checkbox"/> Companies House Search Completed and matched to the Beneficial Owners | Checked by <input type="text"/>       | Date <input type="text"/> |



Protected

## FINANCIAL SERVICES COMPENSATION SCHEME INFORMATION SHEET

|  |  |
|--|--|
| Basic information about the protection of your eligible deposits                       |  |
| Eligible deposits in The Mansfield Building Society are protected by                   | The Financial Services Compensation Scheme ("FSCS") <sup>1</sup>   |
| Limit of protection:   | £85,000 per depositor per bank / building society / credit union <sup>2</sup>  |
| 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. <sup>2</sup>  |
| If you have a joint account with other person(s):                                      | The limit of £85,000 applies to each depositor separately. <sup>3</sup>  |
| Reimbursement period in case of bank, building society or credit union's failure:      | 20 working days <sup>4</sup>   |
| Currency of reimbursement:   | Pound sterling (GBP, £)  |
| To contact The Mansfield Building Society for enquiries relating to your account:      | The Mansfield Building Society<br>Regent House, Regent Street<br>Mansfield, Notts NG18 1SS<br>Tel: 01623 676350 <a href="http://www.mansfieldbs.co.uk">www.mansfieldbs.co.uk</a>                                   |
| To contact the FSCS for further information on compensation:                           | Financial Services Compensation Scheme<br>10th Floor Beaufort House<br>15 St Botolph Street, London EC3A 7QU<br>Tel: 0800 678 1100 or 020 7741 4100<br>Email: <a href="mailto:ICT@fscs.org.uk">ICT@fscs.org.uk</a> |
| More information:  | <a href="http://www.fscs.org.uk">http://www.fscs.org.uk</a>  |

### Additional information

#### <sup>1</sup>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.

#### <sup>2</sup>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 a maximum of £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.

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 eligible 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>

#### <sup>3</sup>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.



Protected



#### <sup>4</sup>Reimbursement

The responsible Deposit Guarantee Scheme is the Financial Services Compensation Scheme, 10<sup>th</sup> Floor Beaufort House, 15 St Botolph Street, London, EC3A 7QU, Tel: 0800 678 1100 or 020 7741 4100, Email: [ICT@fscs.org.uk](mailto: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 the case of a depositor which is an individual) or to cover necessary business expenses or operating costs (in the case of a depositor which is not an individual or a large company) within 5 working days of a request.

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.

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#### Exclusions List

A deposit is excluded from protection if:

(1) The holder and any beneficial owner of the deposit have never been identified in accordance with money laundering requirements. For further information, contact your 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
- investment firm
- reinsurance undertaking
- pension or retirement fund<sup>5</sup>
- financial institution
- insurance undertaking
- collective investment undertaking
- public authority, other than a small local authority

(4) It is a deposit of a credit union to which the credit union itself is entitled.

(5) It is a deposit which can only be proven by a financial instrument<sup>2</sup> unless it is a savings product which is evidenced by a certificate of deposit made out to a named person and which existed in the UK, Gibraltar, or a Member State of the EU on 2 July 2014).

(6) It is a deposit of a collective investment scheme which qualifies as a small company.<sup>3</sup>

(7) It is a deposit of an overseas financial services institution which qualifies as a small company.<sup>4</sup>

(8) It is a deposit of certain regulated firms (investment firms, insurance undertakings and reinsurance undertakings) which qualify as a small business or a small company<sup>5</sup> – refer to the FSCS for further information on this category.

(9) It is not held by an establishment of a bank, building society or credit union in the UK or, in the case of a *bank* or *building society* incorporated in the UK, it is not held by an establishment in Gibraltar.

For further information about exclusions, refer to the FSCS website at [www.fscs.org.uk](http://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

2 As listed in Part I of Schedule 2 to the Financial Services and Markets Act 2000 (Regulated Activities) Order 2001, read with Part 2 of that Schedule

3 Under the Companies Act 1985 or Companies Act 2006

4 See footnote 3

5 See footnote 3