

**Account Number & Title .....**

At the Annual General Meeting held on .....(minutes enclosed), the following officials were appointed to sign for and behalf of .....

<u>Signatures of Retiring Officers</u>	<u>Print Name</u>	<u>Date</u>
1.....	.....	.....
2.....	.....	.....
3.....	.....	.....
4.....	.....	.....

<u>Signatures of New/Existing Appointed Officers</u>	<u>Print Name</u>	<u>Date</u>
1.....	.....	.....
2.....	.....	.....
3.....	.....	.....
4.....	.....	.....

How many signatures are required to make withdrawals? 1  2  3  4

**Complete Page 2 with full information**

<u>Signatures of New Beneficial Owners</u>	<u>Print Name</u>	<u>Date</u>
5.....	.....	.....
6.....	.....	.....
7.....	.....	.....

**Complete Page 2 with full information**

**Correspondence Address to be used.  
(If this is different to what is currently on the account proof of address will need to be provided)**

Post Code

## NEW APPOINTED OFFICERS/AUTHORISED SIGNATORIES

The following are approved to sign on behalf of the Limited Company, sole trader, partnership or unincorporated body: Complete the information below for all new signatories and provide identification

1		2		3		4	
First Name(s)		First Name(s)		First Name(s)		First Name(s)	
Surname		Surname		Surname		Surname	
Address		Address		Address		Address	
Postcode		Postcode		Postcode		Postcode	
Date of Birth		Date of Birth		Date of Birth		Date of Birth	
Marital Status		Marital Status		Marital Status		Marital Status	
NI No.		NI No.		NI No.		NI No.	
Nationality		Nationality		Nationality		Nationality	
Tel No.		Tel No.		Tel No.		Tel No.	
Security identifier*		Security identifier*		Security identifier*		Security identifier*	
Position held		Position held		Position held		Position held	
I am a beneficial owner (see definition below) –							
tick if YES		tick if YES		tick if YES		tick if YES	
I confirm I reside in the UK for tax purposes and am a citizen of the UK							
YES		NO		YES		NO	

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

## NEW BENEFICIAL OWNERS

The following individuals have a controlling interest or shareholding 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 new beneficial owners and provide identification

5		6		7	
First Name(s)		First Name(s)		First Name(s)	
Surname		Surname		Surname	
Address		Address		Address	
Postcode		Postcode		Postcode	
Date of Birth		Date of Birth		Date of Birth	
Marital Status		Marital Status		Marital Status	
NI No.		NI No.		NI No.	
Nationality		Nationality		Nationality	
Tel No.		Tel No.		Tel No.	
Security identifier*		Security identifier*		Security identifier*	
Position held		Position held		Position held	
I confirm I reside in the UK for tax purposes and am a citizen of the UK					
YES		NO		YES	

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

We will make searches about you at credit reference agencies who will supply us with information, including information from the Electoral Register, for the purpose of verifying your identity. The agencies will record details of the search whether or not this application proceeds. The searches will not be seen or used by lenders to assess your ability to obtain credit. We may use scoring methods to assess this application and to verify your identity. Credit searches and other information which is provided to us and/or the credit reference agencies, about you and those with whom you are linked financially may be used by The Mansfield Building Society and other companies if you, or other members of your household, apply for other facilities including insurance applications. This information may also be used for debt tracing and the prevention of money laundering as well as the management of your account. Alternatively, we may ask you to provide physical forms of identification should this check not be sufficient.