

CLIENT DEPOSIT ACCOUNT

Application Form



MANSFIELD
BUILDING SOCIETY

For office use only
Account Number

A passbook will be issued which must be used to operate the account.

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

Firm Name

Solicitors Regulation Authority (SRA) No.

Company Registration No. (if applicable)

5 CONTACT DETAILS

Address _____ Telephone _____

_____ Mobile _____

_____ Email _____

Postcode _____

6 INTEREST PAYMENT INSTRUCTIONS

Pay interest to my / our Bank Account in the name(s) of: _____

Bank Name _____ Branch _____

Account No

Sort Code

CLIENT DEPOSIT ACCOUNT APPLICATION FORM

7 APPOINTED OFFICERS/MANDATE HOLDERS

The following are approved to sign on behalf of the firm 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 (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 (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.

CLIENT DEPOSIT ACCOUNT APPLICATION FORM

9 ACCOUNT DOCUMENTATION

I/We enclose the following:	Tick to confirm you have enclosed
LIMITED COMPANY FIRMS AND LIMITED LIABILITY PARTNERSHIPS (LLP):	
• 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"/>
SOLE PRACTITIONER/PARTNERSHIP:	
• Bank statement for Business account (all deposits and withdrawals must be made from or to this account)	<input type="checkbox"/>
• Signed mandate with authority to open and operate the account on headed paper.	<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 confirm that this account is being opened for the purpose of holding and managing client funds in relation to legal services provided to our clients.
2. 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
3. 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. Copies of the Society's Memorandum and Rules are available on request from the Principal Office of the Society.
4. 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
5. 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).
6. I/We acknowledge our responsibility to conduct the appropriate customer due diligence for all clients and maintain this ongoing, to fulfill AML obligations, and will provide this information to Mansfield Building Society if required.
7. **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
8. I / We confirm that I / We reside in the UK for tax purposes and am a / are citizen(s) of the UK.
9. I/We agree to provide a Client Money Acknowledgment Letter, as per the CASS regulation 7.18.2R
9. I / We confirm that the company this account is in the name of is registered only in the UK for tax purposes.
10. 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 _____

CLIENT 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, 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. 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

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Customer Number(s)	<input type="text"/>	<input type="checkbox"/> SmartSearch checked	<input type="checkbox"/> Companies House Search Completed and matched to the Beneficial Owners
Mandate Holder Customer Number(s):		<input type="checkbox"/> Law Society checked	
1.	<input type="text"/>	<input type="checkbox"/> Solicitors Regulatory Authority checked	
2.	<input type="text"/>	<input type="checkbox"/> HM Sanctions List checked (if applicable)	
3.	<input type="text"/>	<input type="checkbox"/> Due Diligence Questionnaire completed	
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"/>	Opened by	<input type="text"/>
Matched	<input type="text" value="YES / NO"/>	Checked by	<input type="text"/>
		Date	<input type="text"/>
		Date	<input type="text"/>