

BUSINESS ACCOUNT APPLICATION - Sole Trader / Partnership

Please complete all relevant sections of this form in **BLOCK CAPITALS** in black ink

How did you hear about Reliance Bank?

Advertisement ☐

Which publication?

Existing customer ☐

Recommendation ☐

Internet ☐

Business Details:

Sole Trader ☐

Partnership ☐

About the business

Business name

Correspondence / business address

Postcode

Registered address (if different)

Postcode

Email address

Business Telephone number

Date business established

Company Registration number

Projected turnover per annum

£

Main activities (list in full)

Current Account Switch Service



We participate in the industry Current Account Switch Service (CASS). The Current Account Switch Service makes switching current accounts from one UK bank or building society to another simple and hassle-free.

Would you like to transfer your existing current account to us?

Yes ☐

No ☐

A transfer pack will be sent to you upon sanction of your application.

Banking requirements

Internet banking - Yes <input type="checkbox"/> No <input type="checkbox"/>	Cheque book - Yes <input type="checkbox"/> No <input type="checkbox"/>	Corporate Visa Debit Card - Yes <input type="checkbox"/> No <input type="checkbox"/> (subject to separate application)
Paying in book - Yes <input type="checkbox"/> No <input type="checkbox"/>	(If yes) Which bank would you like to pay into?	
Overdraft facility* - Yes <input type="checkbox"/> No <input type="checkbox"/>	Bank of Scotland <input type="checkbox"/>	Barclays <input type="checkbox"/> HSBC <input type="checkbox"/> Lloyds <input type="checkbox"/>
*This will be discussed prior to the account being opened		If yes, how much £ <input type="text"/>
Bank statements: These are available in PDF and Excel format through our i-bank service for your convenience.		Local encashment facility - Yes <input type="checkbox"/> No <input type="checkbox"/>
If you still require paper copies of your statements, please indicate how often would you like these?		
Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Annually <input type="checkbox"/>		
Please note, if you have selected Bank of Scotland to pay in to, you will receive a Lloyds Bank Paying in book.		

Details of account signatories

All applicants that are listed as a signatory must have completed a 'Personal Details Form', and are authorised to sign on behalf of the business.

Details of i-bank users

All i-bank users must have completed a 'Personal Details Form'.

There are two levels of access to i-bank: primary and secondary.

Primary users must be a signatory on the account, giving full access to create, authorise payments and give instructions. Secondary users can access i-bank to check the accounts and create instructions, but not authorise them.

Name	Position	Signature	Primary User	Secondary User
ONLY SIGNATORIES TO SIGN (Tick as appropriate)				
1.			<input type="checkbox"/>	<input type="checkbox"/>
2.			<input type="checkbox"/>	<input type="checkbox"/>
3.			<input type="checkbox"/>	<input type="checkbox"/>
4.			<input type="checkbox"/>	<input type="checkbox"/>
5.			<input type="checkbox"/>	<input type="checkbox"/>

Legal and Important Information

General Data Protection Regulation

We will process your personal information in accordance with the General Data Protection Regulations and it will be treated as private and confidential now and in the future. The only exception to this will be when the law requires us to disclose information, with your consent or where disclosure is necessary. To fulfil our regulatory obligations your identification documents will be copied and saved securely on the Bank system whilst you remain a customer with us. Should you cease to be a customer of the Bank, this data will be securely archived at the time and destroyed 6 years from the date of closure.

Where copies of your identification documents have been supplied to us, but the account application does not result in the account being opened, this data will be securely destroyed after 3 months.

Subject Access Requests

You have the right to request copies of the personal data we hold on you by contacting the Data Protection Officer at our office address.

Marketing Purposes

We may telephone or send you information about our products which we think may be of interest to you, but we do need your permission to do so. **I/we do wish to receive marketing by**

Post

☐

Email

☐

If, having given your consent to receive information on our products and services by post, telephone or email, you subsequently change your mind, then you can let us know by telephoning our customer services team.

Dormant or inactive accounts

In the event of any credit balance on my account becoming dormant, and the Bank being unable to contact me for a period of at least six years at my last known address, I/we authorise Reliance Bank Limited to gift aid such credit balances to The Salvation Army Social Work Trust. **If you do not consent to these terms please tick this box.** ☐

Financial Services Compensation Scheme

By ticking this box you acknowledge receipt of the basic information sheet informing you about the protection of my/our eligible deposits.

Important – This box must be ticked in order for us to proceed with your application.

☐

Additional Points

By signing this application form, you are acknowledging that you have read and understood the Business Terms and Conditions and the 'Banking with Reliance Bank' information sheet, and that where appropriate the Corporate Visa Debit Card Terms and Conditions.

You are authorising Reliance Bank Limited to make any enquires which are considered to be appropriate whilst processing this application, and you are confirming that the information given is accurate and true to the best of your knowledge. In considering your application we will search records at Credit Reference Agencies, and this will be registered on your profile and visible for future reference by other organisations.

In providing your email address you agree that it may be used by us to contact you concerning matters relating to your account with us.

Special Requirements

Is there anything you would like us to be made aware of which may affect the management of your accounts, for instance health impairments?

If yes, we will call and discuss your needs and offer suitable support where possible.

☐

PARTNERSHIP ONLY

Minutes of a meeting of Partners

It was agreed on .../.../.... that the Partnership authorises Reliance Bank Limited to:

1. honour all cheques, payments or banking instructions on behalf of the Partnership, whether any account is in credit or debit by (any named signatory / any two signatories / as appropriate)
2. any indebtedness or liability incurred to the Bank under this authority shall be due or payable on demand.
3. the Partners are responsible for providing the bank with current information on Partners and their signatures.

Authorised signature

Date

Authorised signature

Date

We require the following:

ID required for non-customers only

- Personal details form for each signatory
- Two proofs of ID and one proof of residency for each signatory

(each copy document must be certified as detailed in the 'proving your identity' brochure)

All original ID documents will be returned to you by recorded delivery.

- Copy of minutes agreeing to apply to Reliance Bank Limited
- Latest full three months business bank statements
- Copy of progress plan / budget / forecast
- Management accounts



A Christian Church
and Registered Charity

10/18

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Tel: 020 7398 5400 Fax: 020 7398 5401
Email: info@reliancebankltd.com Web: www.reliancebankltd.com

Registered in England No. 68835.
Authorised by the Prudential Regulation Authority
and regulated by the Financial Conduct Authority and the Prudential Regulation Authority

Financial Services Compensation Scheme Information Sheet

Basic information about the protection of your eligible deposits.	
Eligible deposits in Reliance Bank Limited are protected by:	The Financial Services Compensation Scheme ("FSCS")
Limit of protection	£85,000 per depositor per bank / building society / credit union
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
If you have a joint account with other person(s)	The limit of £85,000 applies to each depositor separately
Reimbursement period in case of bank, building society or credit union failure:	20 working days
Currency of reimbursement	Pound Sterling (GBP, £)
To contact Reliance Bank Limited for enquiries relating to your account:	Reliance Bank Ltd Faith House 23-24 Lovat Lane London EC3R 8EB Tel: 020 7398 5400 Email: info@reliancebankltd.com
To contact the FSCS for further information on compensation:	Financial Services Compensation Scheme 10 th 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

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.

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

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

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

Limit for protection of 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.

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 7741 4100, email: ICT@fscs.org.uk. It will repay your eligible deposits (up to £75,000) 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 (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 are not 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 at <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.

Eligibility for Deposit Guarantee Scheme cover of certain classes of depositors from 3 July 2015	
Depositor	Eligible or ineligible from 3 July 2015
Natural persons	Eligible
Corporates	Eligible (regardless of size) (unless the corporate falls under any other exclusion)
Partnerships	Eligible (regardless of size) (unless the corporate falls under any other exclusion)
Mutual associations / unincorporated associations	Eligible (regardless of size) (unless the corporate falls under any other exclusion)
Credit institutions (banks, building societies and credit unions)	Ineligible
Investment firms, insurance undertakings and reinsurance undertakings	Ineligible
Collective investment schemes	Ineligible
Pension schemes and retirement funds	Ineligible with the exception of deposits made by: <ul style="list-style-type: none">- Personal pension schemes;- Stakeholder pension schemes; and- Occupational pension schemes (of micro, small or medium enterprises)
Public authorities	Ineligible
Persons whose claim arises from transactions in connection with which there has been a criminal conviction for money laundering.	Ineligible



BANKING WITH RELIANCE BANK LIMITED

Here is some information about Reliance Bank Limited that you may find useful.

Ownership

- The Salvation Army solely owns Reliance Bank Limited
- All profits made by the Bank go to support the ongoing work of The Salvation Army. This will either be in the form of direct donations made to the Bank's owners or by increasing the value of the shareholders' Investment in the Bank through retained earnings.

Branch

- We have one branch in London - Faith House, 23-24 Lovat Lane, London EC3R 8EB
- Although we only have one branch, you can pay in to your Reliance Bank account through an agency bank of your choice - the options being Bank of Scotland / Barclays / HSBC /
- Our Banking Hall opening hours are Monday - Thursday 09.00 - 15.30 and Friday 10.00 - 15.30

Products/Services

- Current Account & Visa Debit Card (accepted at all VISA outlets)
- Cash ISA Account & Deposit Account
- Children's Saving Accounts
- Personal Loan and Mortgage Accounts
- Business & Charity Accounts
- Internet banking service (i-bank)
- We are part of the Current Account Switch Service

Important differences from other banks

- Our opening hours are Monday - Thursday 08.30 -16.15 and Friday 10.00 -16.15
- We have a secure i-mail (internet banking email) service that you may use to contact us
- We do not accept applications submitted on line or via email
- We do not provide a credit card
- We do not accept cash transactions at Faith House, however these can be processed through the agency bank of your choice. It will normally take 3 working days for these credits to show on your account.
- Reliance Bank Visa Debit Cards differences
 - PIN's cannot be changed at ATM machines
 - Account balances cannot be obtained at ATM machines
 - Rolling 24 hour ATM/Point of Sale spending restrictions
- We do not provide investment advice or sell insurance
- For external payments our internet banking system will process requests received before 3pm within the same business day, unless you request a Single Immediate Payment.
- Single Immediate Payments, for which there is a £5 charge, will be processed within 2 hours of receiving the instructions
- Payment instructions received after 3pm on a working day will be processed the following working day.
- Incoming credits will be applied to your account if they are received before 3pm on a working day. Credits received after this time will be processed the next working day.



A Christian Church
and Registered Charity

Registered Office: Reliance Bank Limited, Faith House, 23-24 Lovat Lane, London EC3R 8EB
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Registered in England No. 68835. Authorised by the Prudential Regulation Authority
and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.