

Please note – when filling out this form please use the tab and arrow keys to move between the relevant fields. Do **not** use the return or enter keys. If completing by hand please use BLOCK CAPITALS and black ink.

Please complete this Mandate to appoint Authorised Signatories who can deal with the Bank and operate accounts on behalf of the Customer. They will also be able to arrange for the Customer to use the Bank's electronic banking service to view and make payments online from the Customer's Accounts and enter into foreign exchange or money market deposit transactions online and use SWIFT or other electronic communications service.

Each individual appointed will have important responsibilities and must be chosen carefully.

A separate Mandate is required for each Customer.

This Mandate must be completed without amendment. Any corrections or alterations will not be accepted. If you have any questions or concerns, please speak to your contact at the Bank.

1. Customer details

Customer name (in full)

Country of incorporation/
formation

Registered number

Please attach a list of the Limited Liability Partnership's current Members/Partners unless these details are provided in an accompanying New Account application form.

2. Application to Account(s)

This Mandate applies to all existing and future accounts of the Customer.

IBAN or Account Number

Sort code

Please specify the main operating account.

New customers
please leave this blank.

3. Resolution

The following Resolution must be passed at a meeting or by written resolution of the Members/Partners of the Limited Liability Partnership (LLP) or its duly appointed management committee.

It was resolved that:

- 3.1 A banking relationship will be maintained with The Royal Bank of Scotland International Limited (the **Bank**) and that this Mandate will apply to all existing and future **Accounts** of the Customer with the Bank.
- 3.2 The **Authorised Signatories** are the individuals identified in Section 5, or on an Authorised Signatory list, as amended from time to time.
- 3.3 The Authorised Signatories may, in accordance with the **Signing Rules** in Section 4, or as set out on a separate Authorised Signatory list, on behalf of the Customer:
 - 3.3.1 Sign cheques or give instructions for Standing Orders, Direct Debits, banker's drafts and other payments from the Accounts, even if it causes an Account to be overdrawn or exceed any limit.
 - 3.3.2 Sign, accept or endorse bills of exchange or other orders and give instructions for discounting inland or foreign bills.
 - 3.3.3 Close Accounts with credit balances.
- 3.4 The Authorised Signatories identified in the Signing Rules for unlimited amounts may, in accordance with the Signing Rules, on behalf of the Customer:
 - 3.4.1 Open new Accounts with the same Signing Rules and Authorised Signatories and agree the Account terms for Accounts.
 - 3.4.2 Give instructions for the issue of Letters of Credit, Bonds or Guarantees.
 - 3.4.3 (i) Approve and sign any agreement with the Bank for the Customer to use the Bank's electronic banking service, SWIFT or other electronic means to instruct the Bank to make payments or open and operate the Accounts, or otherwise to communicate with or instruct the Bank; (ii) accept the relevant electronic banking or other Terms or agreement; and (iii) agree and sign or accept any other document required for the provision of an electronic banking or communication service.
 - 3.4.4 Receive, and authorise others to receive, the security devices in relation to the operation of electronic banking.
 - 3.4.5 Appoint electronic banking **Administrators** and **Payment Authorisers, or Authorised Users** who have important payment and other powers in relation to the Customer's use of electronic banking, including (in some systems) the appointment of other Authorised Users with authority to create payments or transactions and setting their limits. The Authorised Signatories may appoint themselves.

Any existing electronic banking or communications agreement and the appointment of electronic banking Administrators, Payment Authorisers and Authorised Users, will continue until the Authorised Signatories request any changes.
- 3.5 Any of the Authorised Signatories may, on behalf of the Customer:
 - 3.5.1 Give other instructions to or request information from the Bank in relation to the Accounts.
 - 3.5.2 Give instructions to close Accounts with nil balances.
 - 3.5.3 Give instructions to withdraw securities, documents or articles lodged for safe custody.
 - 3.5.4 Request that an Account be removed from or added to electronic banking.
 - 3.5.5 Request the removal of electronic banking Administrators, Payment Authorisers and Authorised Users.
- 3.6 The Bank may accept instructions that do not have an original written signature if the Bank is satisfied that the instruction is genuine and subject to any other agreement the Bank may require for those instructions.
- 3.7 Any Member/Partner of the Customer may give notice to the Bank to change any Signing Rules in Section 4 or as set out on an Authorised Signatory list, and/or add or remove an Authorised Signatory in Section 5 or the separate list.
- 3.8 The Customer accepts that the authority for entering into foreign exchange and money market deposit transactions (other than through electronic banking) is not governed by the terms of this Mandate.
- 3.9 The Customer accepts that if a winding up petition is presented against the Customer, the Bank may refuse to make payments out of the Accounts.
- 3.10 The Customer will keep the Bank informed of any changes to the Members/Partners of the LLP.
- 3.11 This Mandate will continue until the Customer gives the Bank a replacement Mandate.

4. Signing Rules for the Customer's Accounts

Please consider the options below and complete the relevant section(s) in line with your signing arrangements making sure to specify who may give instructions for unlimited amounts.

4.1 If up to two Authorised Signatories are required to sign

The Bank may act on the instructions, on behalf of the Customer, of:

One Authorised Signatory

for unlimited amounts

If unlimited is selected, do not add a value in the box below.

OR

for amounts up to and including £

Two Authorised Signatories

for unlimited amounts

If unlimited is selected, do not add a value in the box below.

OR

for amounts up to and including £

If unlimited is not selected, an additional Signing Rule must be added to Section 4.2 to specify who may give instructions for unlimited amounts.

4.2 If additional or more complex Signing Rules are to apply

Signing Rules can use the designation given to an Authorised Signatory in Section 5.

This designation could be their official position (e.g. Member/Partner) **or** by Signing group (e.g. "A" or "B").

Example 1 - Any three Authorised Signatories if the amount exceeds £xxxxx

Example 2 - Any two Authorised Signatories, one of whom must be a Member/Partner if the amount exceeds £xxxxx

Example 3 - Any one Authorised Signatory for amounts up to and including £xxxxx

- One "A" Authorised Signatory and one "B" Authorised Signatory for unlimited amounts

Do not identify individuals here by name as these details are collected in Section 5.



4.3 If the Customer's separate Authorised Signatory list is to apply

The Customer's list of Authorised Signatories and Signing Rules is attached – please indicate here

5. Authorised Signatories for the Customer's Accounts

All Authorised Signatories must sign this section OR if they are recorded on a separate Authorised Signatory list as confirmed in Section 4.3, they must sign against their name on the list.

If more than 5 Authorised Signatories are required, please photocopy this page, complete and attach.

If designations or categories are specified in Section 4.2, please also include the designation or category in the Official position and/or Signing group fields below (e.g. Member/Partner and A).

How we use and share your information

(a) Credit reference and fraud prevention agencies

We may request information about you from credit reference agencies to help verify your identity to comply with laws that apply to us. This request will not affect your ability to obtain credit (for example for a loan or credit card) in the future.

In order to prevent and detect fraud, the information provided in this application will be shared with fraud prevention agencies. If false or inaccurate information is provided and fraud is identified or suspected, details will be recorded with these agencies to prevent fraud and money laundering.

If we, or a fraud prevention agency, determine that you pose a fraud or money laundering risk, we may refuse to provide the services and financing to you.

When credit reference and fraud prevention agencies process your information, they do so on the basis that they have a legitimate interest in preventing fraud and money laundering, to protect their business and to comply with laws that apply to them.

(b) With other RBS companies

We and other RBS companies worldwide will use the information you supply in this application (and any information we or other RBS companies may already hold about you) in connection with processing your application and assess your suitability for our products.

If your application is declined we will normally keep your information for up to 6 years (or 10 years in Jersey), but we may keep it for longer if required by us or other RBS companies in order to comply with legal and regulatory requirements.

We and other RBS companies may use your information in order to improve the relevance of our products and marketing.

(c) With other Third Parties

The information provided in this application may be used for compliance with legal and regulatory screening requirements, including confirming your eligibility to hold a UK bank account and sanctions screening.

We may be required to disclose certain information to regulators, tax authorities, government bodies and similar organisations around the world, including the name, address, tax number, account number(s), total gross amount of interest paid or credited to the account and the balance or value of the account(s) of our customers.

Your Information – Confirming your agreement


For details of how we and others will use your information, please refer to our Privacy Notice available at [rbsinternational.com/privacynotice](https://www.rbsinternational.com/privacynotice) or ask your usual contact at the Bank.


When we use and share personal and financial information, we do so on the basis that we have a legitimate interest to prevent fraud and money laundering, to manage our risk and to protect our business and to comply with laws that apply to us (including verifying your identity and assessing the suitability of our products).

By signing below, or on the attached list, the Authorised Signatories confirm that they have read and understood how the Bank may use their information in the ways described in this form, including that the Bank may:

- obtain information about them from credit reference agencies to verify their identity.
- obtain information about them from fraud prevention agencies.
- pass their details to fraud prevention agencies, if false or inaccurate information is provided or fraud is suspected.

If a separate Authorised Signatory list is used, the Customer must draw this wording to the Authorised Signatories' attention.

Specimen signature (please sign within the box)  Full name _____
Official position _____
(e.g. Member/Partner, LLP Secretary, etc)
Signing group _____
(Required if Signing group specified in Section 4, e.g. A, B, C, etc)

Specimen signature (please sign within the box)  Full name _____
Official position _____
(e.g. Member/Partner, LLP Secretary, etc)
Signing group _____
(Required if Signing group specified in Section 4, e.g. A, B, C, etc)

Specimen signature (please sign within the box)  Full name _____
Official position _____
(e.g. Member/Partner, LLP Secretary, etc)
Signing group _____
(Required if Signing group specified in Section 4, e.g. A, B, C, etc)

Specimen signature (please sign within the box)  Full name _____
Official position _____
(e.g. Member/Partner, LLP Secretary, etc)
Signing group _____
(Required if Signing group specified in Section 4, e.g. A, B, C, etc)

Specimen signature (please sign within the box)  Full name _____
Official position _____
(e.g. Member/Partner, LLP Secretary, etc)
Signing group _____
(Required if Signing group specified in Section 4, e.g. A, B, C, etc)

6. Member's/Partner's Certificate

I certify that the Resolution set out in Section 3 was passed at a meeting of the Members/Partners, or of the management committee of the LLP, at which a quorum was present or by written resolution signed by all the Members/Partners. In respect of this Mandate and any additional Signing Rules and Authorised Signatories pages or the attached Authorised Signatory list, I certify that:

- all the signatures are genuine.
- if applicable, the Authorised Signatories on the attached list(s) have been shown and agree to the 'Your Information – Confirming your agreement' wording in Section 5.
- the information given is correct.

- if the Resolution was passed by the management committee of the LLP, the management committee is duly authorised by the LLP's Members/Partners.
- if applicable, the accompanying list of LLP Members/Partners is correct as at the date of this Certificate and is attached – please indicate here

The total number of Authorised Signatories in Section 5 and on any additional Authorised Signatories pages, or on an attached Authorised Signatory list, is

Please insert the total number of Authorised Signatories.

To confirm any information on this Mandate the Bank may call:

Please insert a contact name and telephone number.

For use where the Member/Partner signing is an individual:

Signed by a Member/Partner of the Customer:

Signature

Full name _____

Official position _____

Date (DD/MM/YYYY) _____

OR

For use where a Corporate Member/Partner is signing:

Signed by a Director or the Company Secretary of the Corporate Member/Partner:

Signature (this must be the signature of an individual who is authorised to sign on behalf of the Corporate Member/Partner)

Full name of individual _____

for _____

Name of Corporate Member/Partner _____

Official position held in _____

Corporate Member/Partner _____

Date (DD/MM/YYYY) _____