

Business Application Form

Sole Trader/ Practitioner

Visit [ptsb.ie](https://www.ptsb.ie)

ptsb

Document application checklist:

- Fully Completed Application & Mandate (this form)
- Photo ID and Proof of Address for all Signatories and Internet Users
- Photo ID and Proof of Address for You (The Sole Trader)
- If you are trading under a registered name, your original Certificate of Registration of Business Name (a certified copy will be retained by the Bank)

Business Application Form:

Application Details Tick as appropriate:

- I am applying for a Deposit Account
- I am applying for a Business Current Account
- I am completing this form in relation to a lending application I have submitted
- I am completing this form because of a change in Business Details/Authorised Users/Signatories/Business24 Users/Beneficial Ownership of the Business

Section A

Part 1 Application Details

(This Section is Mandatory)

What is your reason for applying to PTSB? Example: working account, product applied for etc.

What is the Source of Funds for this account/product? Sales, Savings, Rental Income, Grants/State Funding etc.

Estimated Annual
Turnover of the business

€

Expected Monthly Cash
Turnover of Account

€

Expected Transaction Type(s): please specify type e.g. Cash, Cheque, Electronic Funds Transfer, International Payments

Countries outside the EU/UK that monies will be sent to/received from (where applicable):

What would you like your Statement Frequency to be? (Select one)

Monthly Bi-Monthly Quarterly Bi-Annually Annually

Number of Signatories required for this account:
(Signatory details and account transaction
authorisation to be completed in Section B)

Part 2 Business Details:

<p>Sole Trader/ Practitioner Name <input type="text"/></p> <p>Registered Business Address: <input type="text"/></p> <p>Address since <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y month/year</p> <p>Correspondence Address: if different from Business Address <input type="text"/></p> <p>Mobile Phone <input type="text"/></p> <p>Phone Number <input type="text"/></p> <p>Work Number <input type="text"/></p> <p>Email <input type="text"/></p>	<p>Contact Person <input type="text"/></p> <p>In Business Since <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y month/year</p> <p>Tax Number <input type="text"/></p> <p>Country Business is established in: <input type="text"/></p> <p>Charity Number: (if relevant) <input type="text"/></p> <p>Is your business tax resident in Ireland? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Other Countries of Tax Residency <input type="text"/></p> <p>No. of Outlets <input type="text"/></p> <p>Primary Business Activity <input type="text"/></p> <p>Number of Employees <input type="text"/> as at <input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y</p> <p>Industry: for example: Farming, Manufacturing, Hospitality <input type="text"/></p> <p>All Countries where trading or operating <input type="text"/></p> <p>Balance Sheet Size <input type="text"/></p> <p>Expected Company Annual Turnover <input type="text"/></p>
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For Bank Use Only Entity Cif Number:

Part 3 Direct Marketing, PTSB

PTSB will use your data to identify our products, services and benefits which we believe may be of interest to you.

Based on your indicated direct marketing preferences below we will inform you on how you can avail of these products and services using the following methods:

	Y	N		Y	N
Online	<input type="checkbox"/>	<input type="checkbox"/>	Mobile	<input type="checkbox"/>	<input type="checkbox"/>
Telephone	<input type="checkbox"/>	<input type="checkbox"/>	Text Message	<input type="checkbox"/>	<input type="checkbox"/>
Email	<input type="checkbox"/>	<input type="checkbox"/>	Post	<input type="checkbox"/>	<input type="checkbox"/>

PTSB would like to use your data to provide you with information about products, services or special offers (for example rewards, discounts and cashback programmes) from carefully selected third parties. PTSB will never share your data with these third parties for marketing purposes.

I hereby consent to being contacted for direct marketing of third party products and services using the methods selected across:

Yes No

If at any time you change your mind and you wish to amend your direct marketing preferences, you may contact us by writing to FREEPOST F4940, Customer Data Quality (Direct Marketing), Permanent TSB plc, 56-59 St. Stephen's Green, Dublin 2, by phone on 0818 50 24 24 or +353 1 212 4101 or go to your local branch.

If there has been a change in any of the above or if this new account will have different signatories to your other accounts please also complete a Mandate for banking services in addition to this application form.

Part 4: Merchant Solutions with Worldpay

We have partnered with Worldpay, a leading payments provider, trusted by over 1 million merchants globally, to provide a range of card payment solutions to business customers. By merchant solutions we mean the methods by which a business accepts payment from its customers on a day to day basis.

If you would like a dedicated Worldpay agent to contact you for further discussion, please provide answers to the below.

And kindly be advised that by ticking yes in the below boxes, your details such as name, phone number, email address etc will be shared with Worldpay, this will allow a dedicated Worldpay agent contact you to discuss the varied products they have on offer.

- Do you currently take payments? Yes No
- If so, how do you take payments and who is your current provider?
- Would you be interested to speak with a Merchant Solution expert from Worldpay? Yes No

Other Information

Merchant Solutions are provided by Worldpay, a third-party service provider. Worldpay, the logo and any associated brand names are trademarks or registered trademarks of FIS. All trademarks are owned by their respective owners. To find out more about Worldpay Merchant Solutions, kindly visit <https://www.ptsb.ie/business-banking/merchant-solutions/>

PTSB is not an agent or intermediary for Worldpay. PTSB has entered into a referral-only partnership with Worldpay and as such will gather information required to submit the referral on behalf of the Customer. Through this partnership, customers have the option to consent to their data being supplied by PTSB to Worldpay. Upon receipt of the referral, Worldpay will engage directly with the Customer for the provision of their products and services. Where referrals result in the sale of a product or service from Worldpay, PTSB will receive remuneration. PTSB is not liable for any products or services provided by Worldpay. Benefits outlined above may be product/solution specific; products offered will be subject to the completion of a thorough review by Worldpay.

Section B

Photocopy as Required

Part 1

To be completed by all of the following

- The Sole Trader
- Authorised Signatories (persons who can sign cheques, process withdrawals, use debit cards etc.)
- Mandated Business24 Users (persons who can access and use Business24 subject to the authority limits)

Tick as Appropriate

Sole Trader

Authorised Signatory

Mandated Business24 User

Title:

First Name: *

Middle Name: *

Surname:*

Gender:

Marital Status
 Single Married Divorced
 Widowed Separated

Date of Birth

National of:

Director: Yes No

Shareholder: Yes No %

Irish resident: Yes No

US Resident for Tax Purposes: Yes No

If yes what is your Tax Identifier Number (TIN)?

Current Address:*

Residential Status: (Family address, Customer Address, etc.)

Address Since:

Previous Address (if living in current address less than 3 years)

Time in residence at previous address

Occupation:

Employment Status:

Industry

Contact Details

Phone Number

Mobile Number

Email Address

Work Number

Preferred Contact Method:

This section should be completed for any individual who has been authorised to access Business24 (internet and telephone banking services) on behalf of the Company. Mandated Business24 Users have the facility to set-up payment authorities on accounts to which they have access. The limits shown below* are the default limits that apply to all Mandated Business24 Users. If the Company requires a limit in excess of the default limits, this must be agreed with the Bank in advance. Where a higher limit is required, please state the limit in the space provided below.

Account Transfer: *€25,000/€

ptsb Visa Payments: *€25,000/€

Utility Payments: *€15,000/€

Non-Utility Payments: *€30,000/€

SWIFT Payments: *€1,500/€

Marketing Consents

PTSB will use your personal data to identify our products, services and benefits which we believe may be of interest to you. Based on your indicated direct marketing preferences below we will inform you on how you can avail of these products and services using the following methods:

Visa Business Debit Card

Unavailable where account of 2 to sign or more

If you are a signatory will you require a visa debit card for this account? Yes No

Embossing Name:

Method	Yes	No
Online	<input type="checkbox"/>	<input type="checkbox"/>
Telephone	<input type="checkbox"/>	<input type="checkbox"/>
Email	<input type="checkbox"/>	<input type="checkbox"/>
Mobile	<input type="checkbox"/>	<input type="checkbox"/>
Text Message	<input type="checkbox"/>	<input type="checkbox"/>
Post	<input type="checkbox"/>	<input type="checkbox"/>

PTSB would like to use your personal data to provide you with information about products, services or special offers (for example rewards, discounts and cashback programmes) from carefully selected third parties. PTSB will never share your personal data with these third parties for marketing purposes.

I hereby consent to being contacted for direct marketing of third party products and services using the methods selected above:

Yes

No

If at any time you change your mind and you wish to amend your direct marketing preferences, you may contact us by writing to FREEPOST F4940, Customer Data Quality (Direct Marketing), Permanent TSB plc, 56-59 St. Stephen's Green, Dublin 2, by phone on 0818 50 24 24 or +353 1 212 4101 or go to your local branch.

Signed

Name Printed

Date:

For Bank Use Only

Cif

Customer name

Using your Personal Data

In providing personal banking services to you, we need to process personal data about you. This involves asking you for specific personal data, processing this personal data and storing it for a period of time. An explanation of how your personal data is used in the provision of our services to you, our running of the bank and your rights in relation to your personal data is provided in the summary Data Protection Notice included with this pack.

If you would like a copy of the full Data Protection Notice, please ask a branch staff member, call Open24 on 0818 50 24 24 or view it at www.ptsb.ie

Part 2 - Mandate

This completed application form authorises PTSB to open accounts and provide certain services to the Company. It lists individuals authorised to open accounts on behalf of the Company (Authorised Individuals) and to appoint those authorised to transact on the Company's accounts (Authorised Signatories) and those mandated to execute Business24 internet and telephone transactions in relation to the Company's account (Mandated Business24 Users) on behalf of the Company. It lists all accounts governed by the Mandate which currently exist in the Bank's records.

Any changes to the Authorised Individuals must be effected by way of the completion of an updated Mandate (which the Bank can provide to you). Additional Authorised Signatories and Mandated Business24 Users may be added once the Authorised Individuals agree to add them and provide the appropriate notification to the Bank in writing.

The below explains the terms and conditions applicable to the Mandate. It details the use by the Bank of information about you and your Authorised Signatories and Mandated Business24 Users.

1. Authority to Open and Continue Accounts

The Bank is hereby requested and authorised, that all/any 1/any 2 _____ (insert as required) of the Authorised Individuals (listed in Section B) may from time to time request the Bank to:

- i) open or, as the case may be, continue such one or more accounts (which are currently existing in the Bank's books in the name of the Company) (the "Accounts");
- ii) act on the number of Authorised Signatories who can perform transactions in accordance with resolution 2, the name and number of those Authorised Signatories required for each Account being specified in this account mandate ("Mandate") and Account application form (the "Application Form"), with an "Authorised Signatory", being a person appointed by an Authorised Individual as specified above or board resolution and identified as an Authorised Signatory, and whose name and signature are set out, in Section B part 1, or any other person authorised by an Authorised Individual as specified above or the Company in writing and in each case in respect of whom the Bank has not received notice in writing removing such person as an Authorised Signatory and Authorised Signatories shall be construed accordingly;
- iii) act on the number of Mandated Business24 Users who can perform transactions in accordance with resolution 3, the name and number of those Mandated Business24 Users required for each Account being specified in the Mandate and the Application Form, with a Mandated Business24 User being an individual appointed by an Authorised Individual as specified above and identified as a Mandated Business24 User, and whose name and signature are set out, in Section B part 1 of this application form or any other person authorised by an Authorised Individual as specified above or board resolution, and in each case in respect of whom the Bank has not received notification in writing removing such person as a Mandated Business24 User and Mandated Business24 Users shall be construed accordingly, provided always that the authority of any Mandated Business24 User shall be limited to the extent, if any, indicated in Section B part 1 or as notified by an Authorised Individual as specified above or the Company in writing to the Bank;
- iv) act on instructions with regard to the purchase or sale of or other dealings in securities or documents or any foreign currency, to accept and act on any application or request for the issue of any letter of credit, guarantee, indemnity, or counter-indemnity and to act on any instructions with regard to any other transactions of any kind or with regard to any of the Accounts in every case whether any of the Accounts is or are in credit or in debit or may in consequence become overdrawn or otherwise but without prejudice to the Bank's right to refuse to allow any overdraft or increase of overdraft beyond any specified limit from time to time;
- v) grant overdraft, loan or other facilities or accommodation on any Account or otherwise to the Company, and by way of security to accept as duly signed or

- executed on behalf of the Company any document creating or evidencing any charge, mortgage or pledge over or in respect of any securities, documents or other property whatsoever from time to time in the Bank's possession for the Company's account whether by way of security or safe custody or otherwise;
- vi) act on any instruction to countermand or revoke any cheque, draft or other order to pay before it is effected;
- vii) act at Bank's discretion, on any instruction or communication given or originated by facsimile provided that the instruction to be sent by fax bears the signatures of the Authorised Signatories.

2. Authorisation to the Bank for Signatory Transactions

The Bank is hereby authorised and instructed to:

- i) honour and comply with all cheques, debit card transactions, drafts, instructions to pay, bills of exchange and promissory notes expressed to be drawn, signed, accepted, endorsed or made on behalf of the Company drawn upon or addressed to or made payable with the Bank whether the relevant Account is in credit or in debit or may become overdrawn in consequence or otherwise but without prejudice to the Bank's right to refuse to allow any overdraft or increase of overdraft beyond any specified overdraft limit from time to time;
- ii) honour and comply with any instructions to withdraw any or all money on any Account and any instruction to deliver, dispose of or deal with any securities, documents or other property whatsoever from time to time in the Bank's possession for the Company's account whether by way of security or safe custody or otherwise.

3. Authorisation to the Bank for Internet and Telephone Banking Facilities

The Bank is hereby authorised and instructed:

- i) either directly or through a subsidiary, associated Company or agent (each a "Representative"), to provide from time to time at the Bank's discretion internet and telephone banking services to the Company in accordance with the Bank's Business24 Service Terms and Conditions and its standard operating procedures for the provision of Business24 Services as may be applicable from time to time;
- ii) that the Company acknowledges that all Mandated Business24 Users may set up payments on Accounts to which they have access via the Business24 Service, including designating the Accounts and/or other accounts to which payments may be made;
- iii) that the Bank is hereby authorised and instructed to transfer funds between the Accounts covered by the Mandate, make payments to other nominated accounts and pay nominated bills, on any instruction received through the Bank's Business24 Service, provided instructions are received from the required number of Mandated Business24 Users in accordance with Section B Part 1 of this application form, and in accordance with the terms and conditions of the Business24 Service.

4. Controls and Reconciliation

By signing this Application Form, the Company agrees that it has put in place security controls, including account reconciliation procedures as the Company deems appropriate to prevent unauthorised use of, or breach of the Bank's Terms and Conditions relating to, the Accounts, including the unauthorised use of the Bank's Business24 Service by Authorised Individuals, Authorised Signatories and Mandated Business24 Users and that the Bank has no obligation to supervise or enquire into such security arrangements or to seek confirmation of any transaction effected on the Accounts or using the Bank's Business24 Service.

5. Liability

We agree that we shall be liable for any overdraft, loan or other credit facilities or accommodation which shall be granted on any Account or otherwise made available to us as Partners in the Business, in accordance with this Mandate, together with all interest, commission and other expenses.

6. Right to Lien (This clause is not applicable to Pension Funds).

I agree that nothing in this Mandate or in the arrangements between the Bank and me, as sole proprietor of the Business, shall be treated as constituting an implied agreement restricting or negating any lien, charge, pledge, right of set-off or other right the Bank may have at any time (whether arising by operation of law, contract or otherwise).

7. Account Closure

I agree that the Bank may close at any time and from time to time any or all of the Accounts by giving two months notice in writing to the address for correspondence given overleaf or such other address for such purpose from time to time notified by me in writing to the Bank.

8. Account Statements

I agree that I will examine all statements supplied by the Bank setting out transactions on the Accounts and I will notify the Bank of any discrepancies in accordance with the Statement of Accounts conditions set out in the Bank's Terms and Conditions booklet.

9. Indemnity

I agree to indemnify the Bank in full on demand against any loss, damage or other liability whatsoever and howsoever arising that the Bank may incur or suffer by reason of the Bank acting in accordance with any instruction or communication believed by the Bank in good faith to have been given or made in accordance with this Mandate, or such amended mandates as may be given to the Bank at any time, and this indemnity shall be in addition to the indemnities contained in the Business24 Service Terms and Conditions and in the terms and conditions applicable to the Accounts.

10. General Terms and Conditions

I agree that each Account shall be governed by the Bank's General Terms and Conditions applicable from time to time, and I shall ensure that each Authorised Signatory and/or each Mandated Business24 User is fully conversant with and understands the Bank's standard procedures and Terms and Conditions for the provision of any service provided by the Bank in accordance with this Mandate. In the event of any conflict between these resolutions and such terms and conditions, these resolutions shall prevail.

11. Customer Information

I acknowledge the information provided by me, including information provided by me in respect of all Authorised Signatories, Mandated Business24 Users, and other beneficial owners and officers, or otherwise obtained by the Bank, and information in relation to the conduct of the Accounts (the "Information"), shall be retained, used and disclosed by the Bank in accordance with and for the purposes set out in the Bank's General Terms and Conditions in relation to Customer Information, including for the purposes of:

i) the Criminal Justice (Money Laundering and Terrorist Financing) Act (2010) (as amended, re-enacted or replaced from time to time) and the Fifth Anti Money Laundering Directive (Directive (EU)2018/843) as implemented in Ireland, which require the Bank to satisfy itself as to my identity and the identities of certain officers and beneficial owners, and the identity of any other customers on an Account, before opening an Account, permitting transactions on an Account or providing certain services; ii) administering the Accounts, group reporting and analysis, and any other purposes specified in the Bank's General Terms and Conditions and / or Business24 Terms and Conditions.

12. Direct Marketing, PTSB

PTSB will use your personal data to identify our products, services and benefits which we believe may be of interest to you.

Based on your indicated direct marketing preferences below we will inform you on how you can avail of these products and services using the following methods:

	Y	N		Y	N
Online	<input type="checkbox"/>	<input type="checkbox"/>	Mobile	<input type="checkbox"/>	<input type="checkbox"/>
Telephone	<input type="checkbox"/>	<input type="checkbox"/>	Text Message	<input type="checkbox"/>	<input type="checkbox"/>
Email	<input type="checkbox"/>	<input type="checkbox"/>	Post	<input type="checkbox"/>	<input type="checkbox"/>

Please indicate your consent to be contacted by mobile phone Yes No

If at any time you change your mind and you wish to amend your direct marketing preferences, you may contact us by writing to FREEPOST F4940, Customer Data Quality (Direct Marketing), Permanent TSB plc, 56-59 St. Stephen's Green, Dublin 2, by phone on 0818 50 24 24 or +353 1 212 4101 or go to your local branch.

13. Direct Marketing, Third Party Products

PTSB would like to use your personal data to provide you with information about products, services or special offers (for example rewards, discounts and cashback programmes) from carefully selected third parties. PTSB will never share your personal data with these third parties for marketing purposes.

We hereby consent to being contacted for direct marketing of third party products and services using the methods selected above: Yes No

If at any time you change your mind and you wish to amend your direct marketing preferences, you may contact us by writing to FREEPOST F4940, Customer Data Quality (Direct Marketing), Permanent TSB plc, 56-59 St. Stephen's Green, Dublin 2, by phone on 0818 50 24 24 or +353 1 212 4101 or go to your local branch.

14. Confirmation:

We confirm that we have read and accept the Terms and Conditions of this Mandate contained in Section B of this application form. We acknowledge that we have checked the limits for Internet Banking Transactions in Section B Part 1 and that same are correct.

Name:

Signature:

(Sole Trader/Practitioner)

Section C

Declarations

I/We hereby apply to Permanent TSB plc ("the Bank") in accordance with section B of this application form for the current account facility described herein and I/We hereby agree that PTSB may refuse to offer me/us the current account facility without stating any reason.

I/We acknowledge that the Bank to procure any credit references from any credit agency or bureau and to make such other enquiries as the Bank may deem necessary in connection with this application. The Bank is further authorised to hold, use and disclose details of any application or any transaction which may result from the application for the application for the account or any other facilities with any credit reference agency or bureau and to disclose any information relating to my/our account/s or facilities and any security held in relation to the account/s or facilities to any person acting as agent for the Bank or to other third parties engaged by the Bank in connection with my/our account/s or to any potential transferee, assignee or other party in connection with any transfer or securitisation scheme or otherwise.

I/We confirm that the information given in the application is true and accurate. I/We have the necessary time to consider the query the information provided to

me/us in relation to my/our application

I/We confirm that the information given in the application is true and accurate. I/We have the necessary time to consider the query the information provided to me/us in relation to my/our application.

I/We agree that the payment instructions for the account shall be in accordance with the mandate set out in section B of this application form and may be amended from time to time.

I/We have received the Bank's current booklet 'Terms & Conditions and Personal & Business Banking Charges' and agree that each account shall be governed by the terms and conditions therein.

I/We have received, have read and understand the Bank's Terms of Business letter.

I/We have read, have had real opportunity of becoming acquainted with, have understood and agree to be bound by the above terms.

I/We confirm that the account will only be used for business purposes.

I/We hereby authorise the Bank to open a Business Current account.

Name

Date:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Signature

Date:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

For Bank use only

Please Tick to confirm the customer has received:

Yes No

Terms and Conditions and Personal and Business Banking Charges

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Guide to Business Banking

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Data Protection Notice

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Terms of Business

<input type="checkbox"/>	<input type="checkbox"/>
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Deposit Guarantee Scheme Deposit Information Sheet

Yes No

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Business Card

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Business24 Terms and Conditions

<input type="checkbox"/>	<input type="checkbox"/>
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Please Tick to confirm the customer has provided:

Yes No

If trading under a registered name, the Certificate of Registration of Business Name.

<input type="checkbox"/>	<input type="checkbox"/>
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Evidence of Charitable Status, if applicable.

<input type="checkbox"/>	<input type="checkbox"/>
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Confirmation the customer has registered their Beneficial Ownership with RBO

<input type="checkbox"/>	<input type="checkbox"/>
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Fully Completed Application & Mandate.

Yes No

<input type="checkbox"/>	<input type="checkbox"/>
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Photo ID and Proof of Address for all Signatories and Internet Users.

<input type="checkbox"/>	<input type="checkbox"/>
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Photo ID and Proof of Address for the Sole Trader.

<input type="checkbox"/>	<input type="checkbox"/>
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Business Current Account Switching (if applicable).

Yes No

Guide to switching Business Current Accounts brochure provided to the Customer.

<input type="checkbox"/>	<input type="checkbox"/>
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Business Current Account Switching form complete.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Credit Transfer Request Form complete (where required).

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Previous three months Bank Account Statements provided.

<input type="checkbox"/>	<input type="checkbox"/>
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New Bank Account Numbers:

Branch Management Authorisation

Bank Staff Signature

Date

D	D	M	M	Y	Y	Y	Y
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Any amendments made to this document after completion must be initialled by a representative of the applicant identified in section B

List of Accounts

This section lists all accounts currently active.

Account Number:

Account Identifier:

Account Type:

Business24 (Yes/No):

Account Opened:

Account Closed:

Account Number:

Account Identifier:

Account Type:

Business24 (Yes/No):

Account Opened:

Account Closed:

Account Number:

Account Identifier:

Account Type:

Business24 (Yes/No):

Account Opened:

Account Closed:

Account Number:

Account Identifier:

Account Type:

Business24 (Yes/No):

Account Opened:

Account Closed:

Additional Accounts can be listed on an attached sheet.

**Call us on 0818 200 100 or +353 1 215 1363
+353 21 601 3801 from abroad
Drop into any PTSB branch
Or visit ptsb.ie/business-banking**



Permanent TSB plc trading as PTSB is regulated by the Central Bank of Ireland.

BMK5849 (02/24)

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