

**Corporate Account Application Form**

Thank you for considering corporate membership with Boom Community Bank. We invite community organisations, charities, businesses, and local authorities within Boom's common bond area to join, allowing their funds to support the local community. For more information, please visit [www.boomcb.org.uk/savings/corporate-savings](http://www.boomcb.org.uk/savings/corporate-savings).

**The Application Process**

1. Convene a meeting to decide on opening a Boom Community Bank Corporate Savings Account (refer to page 4).
2. Complete the attached form with at least two signatories unless a sole trader.
3. Return the form and supporting documents (refer to page 6) to:

17 Liverpool Gardens, Worthing, BN11 1RY.

For further guidance or assistance, please contact [savings@boomcb.org.uk](mailto:savings@boomcb.org.uk)

**Section One - About Your Organisation**

Name of organisation <i>(As shown on governing documents)</i>	
Key contact for communications	
Correspondence address	
Postcode:	
Main telephone	
Mobile telephone	
Email address	
The organisation's registered address	
Postcode:	
Website	

Legal Status <i>(please confirm the status of your Organisation by ticking one of these boxes)</i>			
Company registered in England & Wales pursuant to the Companies Act	<input type="checkbox"/>	Company registered in Scotland pursuant to the Companies Act	<input type="checkbox"/>
Industrial & Provident Society	<input type="checkbox"/>	Unincorporated Organisation	<input type="checkbox"/>
Charitable Incorporated Organisation	<input type="checkbox"/>	Charity registered in Great Britain	<input type="checkbox"/>
Other (please specify):			

**Section One Continued**

Does your Organisation have a governing or regulatory body?	YES / NO
<i>If yes, please state which:</i>	

If your Organisation is a company incorporated to the Companies Act, please provide the Company Registration Number:

If your Organisation is an Industrial and Provident Society, please provide the Company Registration Number:

If your Organisation is a registered Charity, please provide Charity Registration Number:

If your Organisation is regulated by the PRA or FCA, please provide your Firm Reference Number (FRN):

When was your Organisation established?

What is the nature of your Business or Organisation?

**Section Two – About the person(s) acting as the authority on behalf of your organisation and as a Signatory**

In an Incorporated Body, this person will be known as the Corporate Representative. In an Unincorporated Association or Unincorporated Partnership, this person will be known as the Designated Representative. Two Signatories are required unless a Sole Trader.

**About the first authorised signatory:**

Title	
First name	
Surname	
Correspondence address	
Postcode:	
Position held in organisation	
Office telephone	
Mobile telephone	
Email Address	
Signed:	Print name:
	Date:

**About the second authorised signatory (required unless a Sole Trader):**

Title	
First name	
Surname	
Correspondence address	
Postcode:	
Position held in organisation	
Office telephone	
Mobile telephone	
Email Address	
Signed:	Print name:
	Date:

### **Section Three – Resolution**

To West Sussex and Surrey Credit Union Limited (trading as Boom Community Bank): We confirm that at a properly convened meeting, it was resolved:

1. We wish to open an account with Boom Community Bank and, in doing so, agree to abide by the social objects, rules, policies, and procedures of the Credit Union.
2. The individuals representing the organisation consent to furnish the necessary personal details and identification documents in accordance with the Credit Union's requirements. They also acknowledge and authorise the processing and retention of their information for the sole purpose of opening and managing the account.
3. Boom Community Bank will rely on the appointed representatives unless it receives written confirmation of changes to representatives.
4. To provide Boom Community Bank with the organisation's governing documents in accordance with the Credit Union's requirements.

### **Declaration**

We hereby certify that the above Resolution is a true copy of the resolution passed at the meeting held on:

Date of meeting:	
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<b>Signed Signatory One</b> <i>On behalf of the governing body</i>	Print name:
	Date:

<b>Signed Signatory Two</b> <i>On behalf of the governing body</i>	Print name:
	Date:

I hereby apply for membership in Boom Community Bank on behalf of the organisation I represent and agree to abide by the rules of West Sussex and Surrey Credit Union Limited. I declare that the information I gave on this form is true and correct to the best of my knowledge and belief and that I have read and understood the information provided to me.

<b>Signed</b> <i>On behalf of the governing body</i>	Print name:
	Date:

## Section Four – Supplemental Information

Anti-money laundering guidance requires us to obtain details of all shareholders, directors, or beneficial owners holding over 25% of shares in the Organisation who are **not** signatories. Please complete the details below. If you need more space, please copy this page.

### Supplemental information:

Title	
First name	
Surname	
Correspondence address	
Postcode:	
Position held in organisation	
Office telephone	
Mobile telephone	
Email Address	
Signed:	Print name:
	Date:

### Supplemental information:

Title	
First name	
Surname	
Correspondence address	
Postcode:	
Position held in organisation	
Office telephone	
Mobile telephone	
Email Address	
Signed:	Print name:
	Date:

## **Section 5 - Supporting Documentation**

The specific documents we need vary based on the type of organisation. Please refer to the guidance below.

### **For each signatory on the account, a copy of:**

**One photo ID** - Identification documents must be current and display the correct name and address.

We can accept one of the following:

- Passport
- UK driving licence or UK blue disabled driver's pass (photocards)
- National ID card or EU Member State photo ID card
- Biometric Residence permit (BRP)
- Home Office travel documents
- UK Armed Forces ID card
- If no photo ID is unavailable, we may ask you for a combination of other documents, such as your birth certificate, marriage certificate, and letters from an official office.

**One proof of address** - Documents must be dated within the last three months. We can accept:

- Council tax, gas, electricity, or water bill
- Building society, credit card or bank statement from the past three months
- Tax assessment or HMRC letter
- Photographic ID, such as a driving licence (when not used as proof of ID)
- Council rent card
- Mortgage statement
- Private tenancy agreement
- Certificate of Voter Registration
- Official letter from a UK solicitor, Benefits Agency, Pensions Service, JobCentre Plus or the DVLA

**Limited companies, including partnerships or registered charities limited by guarantee or shares, including Credit Unions and Co-Operatives registered as Industrial and Provident Societies:**

A copy of the company's Certificate of Incorporation and the Memorandum and Articles of Association.

**If an Industrial & Provident Society:**

a copy of the registration certificates and rules.

**If a registered charity:**

a copy of the registration documents.

**Trusts:**

A copy of the Trust Deed.

**Unincorporated bodies, unincorporated charities, societies, clubs, and community groups:**

A copy of the constitution.

## Information about the protection of deposits

<b>Eligible deposits in West Sussex and Surrey Credit Union Limited (trading as Boom Community Bank) are protected by:</b>	the Financial Services Compensation Scheme ("FSCS")(1)
<b>Limit of protection:</b>	£85,000 per depositor per bank / building society/credit union (2)
<b>If you have more eligible deposits at the same bank /building society/credit union:</b>	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.
<b>If you have a joint account with another person (s):</b>	The limit of £85,000 applies to each depositor separately
<b>Reimbursement period in case of bank, building society or credit union's failure:</b>	20 working days(3)
<b>Currency of reimbursement:</b>	Pound sterling (GBP, £)
<b>To contact Boom Community Bank for enquiries relating to your account:</b>	Boom Community Bank 17 Liverpool Gardens Worthing West Sussex BN11 1RY Tel: 01903 237221 Email: info@boomcb.org.uk
<b>To contact the FSCS for further information on compensation:</b>	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
<b>More information:</b>	www.fscs.org.uk

**<sup>1</sup> Scheme responsible for the protection of your eligible deposit**

Your eligible deposit is covered by a statutory Financial Services Compensation 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 Financial Services Compensation Scheme.

**<sup>2</sup> 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 Financial Services Compensation 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 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 which are categorised as "temporary high balances" are protected above £85,000 for six months after the amount has been credited or from the moment when such eligible deposits become legally transferable. These are eligible deposits connected with certain events including:

- A. certain transactions relating to the depositor's current or prospective only or main residence or dwelling;
  - B. a death, or the depositor's marriage or civil partnership, divorce, retirement, dismissal, redundancy, or invalidity;
  - C. the payment to the depositor of insurance benefits or compensation for criminal injuries or wrongful conviction.
- More information can be obtained under <http://www.fscs.org.uk>

### <sup>3</sup> Reimbursement

The responsible Financial Services Compensation 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](mailto:ICT@fscs.org.uk). It will repay your eligible deposits (up to £85,000) 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 or operating costs (in the case of a depositor which is not an individual or a large company) within 5 working days of a request. If you have not been repaid within these deadlines, you should contact the Financial Services Compensation Scheme since the time to claim reimbursement may be barred after a certain time limit. Further information can be obtained under [www.fscs.org](http://www.fscs.org).

### Other important information

In general, all retail depositors and businesses are covered by Financial Services Compensation Schemes. Exceptions for certain deposits are stated on the website of the responsible Financial Services Compensation 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.

### Exclusions List

A deposit is excluded from protection if:

1. The holder and any beneficial owner of the deposit have never been identified in accordance with money laundering requirements. For further information, contact your bank, bank building society or credit union.
2. The deposit arises out of transactions in connection with which there has been a criminal conviction for money laundering.
3. It is a deposit made by a depositor which is one of the following:
  - credit institution
  - financial institution
  - investment firm
  - insurance undertaking
  - reinsurance undertaking
  - collective investment undertaking
  - pension or retirement fund
  - public authority, other than a small local authority.

For further information about exclusions, refer to the FSCS website at [www.fscs.org.uk](http://www.fscs.org.uk).

<sup>4</sup> **Deposits by personal pension schemes, stakeholder pension schemes and occupational pension schemes of micro, small and medium-sized enterprises are not excluded.**

### Company Legal Information:

Boom Community Bank and Boom Credit Union are trading names of West Sussex and Surrey Credit Union Limited. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (FRN 475226). Registered Address: 17 Liverpool Gardens, Worthing BN11 1RY.