

Authority by customer(s) for another person to operate account(s) and to give instructions. A person or persons being added to your account is referred to as a third party within this mandate. Please note this covers instructions in writing, by telephone and/or electronic means. **(not to be used by Trustees, Company, Partnership, Limited Liability Partnership, Club, Society or Unincorporated Body).**

Please complete this form in BLOCK CAPITALS with black ink. So that we can complete your application, we'll need you to visit any of our branches with two forms of ID and your completed mandate **

1. Authority

I/We, the undersigned (full names), _____
hereby authorise you, The Royal Bank of Scotland plc ("You/Your") to accept and act on instructions on my/our account(s) with You from the third party named in this mandate and in accordance with **section 9 below**.

Who we are

The organisation responsible for processing your personal and financial information is RBS, a member of The Royal Bank of Scotland Group (RBS).

How we will use your information

Before continuing with this application, please read the information below which explains how we and others will use your personal and financial information during this application process.

For full details about how we use the personal and financial information of our customers and how we share your data with other RBS companies please see our terms.

2. Account details – Main account to which the third party is being added

Account name

Account holding branch

Account number Sort code

Additional account(s) to which the third party is to be added

Account number	Sort code	Account number	Sort code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3. Third party personal details

Are you an existing RBS customer? Yes No

If 'Yes', please provide Account number Sort code

Account name [Go to Section 3.1](#)

If 'No', please complete the details below

Gender Male Female

Title Mr Mrs Miss Ms Mx Other
(please specify)

First name

Middle name(s)

Surname

Other known name (e.g. alias name)(if applicable)

Permanent residential address

House name (only complete if registered with Royal Mail)

House/flat number
(If applicable)

Street name

Town

City

Postcode

OR Overseas country

Date of entry to this address
(e.g. 01JUN2005)

Previous address, if you have lived at the above address for less than three years.

House name

(only complete if registered with Royal Mail)

House/flat number
(If applicable)

Street name

Town

City

Postcode

OR Overseas country

Date of entry to this address
(e.g. 01JUN2005)

Home telephone number

Work telephone number

Mobile number

E-mail address

Memorable word

Please choose a memorable word of no more than 15 characters. This may be used to confirm certain transactions

Memorable word
reminder

Please input a memorable word reminder if you forget your memorable word a member of our staff will prompt you with your reminder.

3.1 Regulatory details

Country of residence

Nationality

Do you hold any other Nationalities/Citizenships? Yes No

If 'Yes' list here

Do you hold more than 3 Nationalities/Citizenships? Yes No

Date of birth (DD/MM/YYYY)

Country of birth

Place of birth (town)

Where are you resident for tax purposes?

What is your tax number/ social security number/other local equivalent (if known)?

Please enter the Tax Identification/ Reference Number, or local equivalent (if known) for selected country. If United Kingdom please leave blank.

Are you resident for tax purposes in any other countries? Yes No

If 'Yes' list here and provide your tax number/social security number or local equivalent (if known).

Country

Tax number

Country

Tax number

Country

Tax number

Are you tax resident in more than 3 countries? Yes No

Do you have tax paying obligations to the United States of America? Yes No

4. Account features for third party

Would you like a book and/or Debit/ATM card on any of the previously mentioned account(s)?

If 'Yes', please specify below Note – some features may not be applicable for all accounts.

Debit/ATM Card Cheque book Paying in book

Account number(s)

Debit Card Cheque book Paying in book

Debit Card Cheque book Paying in book

Debit Card Cheque book Paying in book

5. Terms and Conditions

For a copy of the Terms and Conditions (including those relating to any cards which may be issued to you) relating to the account(s) to which you are being added please visit www.rbs.com or contact your nearest branch.

6. How we will use and share your information

Credit Reference and Fraud Prevention agencies

We may request information about you from credit reference agencies to help verify your identity. 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 and/or money laundering, the information provided in this application may be checked with fraud prevention agencies. If fraud is identified or suspected details may be recorded with these agencies to prevent fraud and money laundering.

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.

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

If your application is declined we will keep your information for as long as it is required by us or other RBS companies in order to comply with legal and regulatory requirements.

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 disclose certain information to regulators, government bodies and similar organisations around the world, including the name, address, tax number, account number(s) and the balance or value of the account(s) of US and British Dependent Territories' customers to HM Revenue and Customs ("HMRC") who may exchange this information with the applicable local tax office in those countries. We may be required to provide similar information to HMRC regarding customers from other countries in the future.

7. Giving your consent

By continuing with this application you are agreeing that we may use your information in the ways described above and are happy to proceed. You authorise us to pass information about you and your actions on the account to the primary account holder.

8. Third party confirmation

I agree to be added to all accounts as set out in Section 2 of this form.

Third party signature

Name _____

Date (DD/MM/YYYY) _____

9. Customer confirmation – If the account to which the third party is being added is a joint account, then the confirmation is to be signed by all account holders.

The account holder(s) agree that:

- You may accept and rely on all instructions given by the third party named in Section 3 (third party) even if they create a debt on my/our account.
- I am/we are responsible for payment of any debt which arises on my/our accounts.
- You may accept and rely on instructions given by the third party to release items held in security or safe custody in my/our name.
- I/we understand that the Terms which apply to my/our accounts will also apply to all instructions provided by the third party.
- I/we understand that the third party may access all information relating to the accounts including personal information.
- If more than one person is named as a third party for the account(s) You may accept instructions from any one of them.

Signature(s) of all account holder(s)

Customer signature

Joint Account signature

Name _____

Name _____

Date (DD/MM/YYYY) _____

Date (DD/MM/YYYY) _____

****If PoA has been applied to the account please ensure the main account holder has signed for any amendments to the account (if applicable)****

For Branch or Relationship Manager use only

Section One

I confirm that the party/parties signing section 9 of this form are present and has/have been identified as the account holder(s) in accordance with current ID processes Yes

Section Two

For existing bank customers being added as a Third Party is V Marker attached Yes No

(if 'Yes' is ticked please tick N/A Boxes on the Section 3 NAS and Certification questions)
(if 'No' is ticked ensure full KYC checks and the below Section 3 actions are completed)

Section Three

For new to bank customers, please ensure the following is attached:

- Completed new account sanctioner checklist Yes N/A
- Copied and certified identification and address verification documents Yes N/A

Section Four

If a Debit/ATM Card is to be issued ensure Terms & Conditions leaflet is handed out to the Main Account Holder(s)

For existing customers, please ensure the signature on the Third Party Mandate matches the signature held on bank records.

Staff signature

Staff name _____

Location _____

Contact number _____

Date (DD/MM/YYYY) _____

Please forward to your RCSC

If the form is incomplete or inaccurate then it will be returned to your branch and the request not progressed