



Bankline Third Party Mandate

This Bankline Third Party Mandate must be completed by any **Third Party** (Client) who wishes to add their account(s) to an existing Bankline Client's service.

1. Third Party Client details

Client name

Account number Sort code - - Currency

2. Bankline Client details

Business name

3. Authority

Important notes

Limited Companies and Limited Liability Partnerships (LLP) must also complete the resolution section 4.1.

Unincorporated Bodies must also complete the resolution section 4.2.

No resolution is required for Sole Traders or Partnerships.

Any Authorised Persons named below must also be named in the Third Party's authority held by Coutts & Co (the Bank).

The Bankline Client has completed a Bankline Mandate for the provision of internet banking services by the Bank

dated:

The Coutts Bankline Terms allow the Bankline Client to include a third party's accounts within their Bankline Service and to provide Instructions (including payment instructions) in relation to the third party's account(s). The Bankline Terms are available online for you to read and print. **These are important, please read them.** To access the Bankline Terms go to <http://www.coutts.com/commercial/bankline/terms/index.asp> Alternatively, please ask your commercial banker for a copy.

The Client accepts the Coutts Bankline Terms and instructs the Bank to include the Account(s) detailed above within the Bankline Client's Bankline service to enable the Bankline Client to give Instructions (including payment instructions) in relation to the Client's Account(s).

This Third Party Mandate will continue until the Client gives written notice* to the Bank cancelling the Mandate.

*Notice must be given as follows:

Company – by the Company Secretary

LLPs – by two Members of the LLP

Unincorporated bodies – by the person authorised by the Client to give notice

Signed in accordance with the authority held by the Bank

dated: (where required)

Authorised Person's signature

Name _____

Date _____

Further signature (if required)

Name _____

Date _____

Use the following if further signatures are required where the Client is a Partnership.
Signed in accordance with the authority held by the Bank.

Further signature (if required)

Name _____

Date _____

Further signature (if required)

Name _____

Date _____

4. Third Party Bankline Resolution

4.1 Limited Company / Limited Liability Partnership (LLP) Resolution

Important note

Only complete this section if you are a Company or a Limited Liability Partnership. The individual(s) named in the resolution must also be named in the authority held by the Bank.

• Certificate

I certify that the resolution below was duly passed at a meeting of the Board/LLP Members of

(Company/LLP name) _____

held on

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

• Resolution

It was resolved that _____

and/or _____

is/are authorised to:

- complete and sign the Bankline Third Party Mandate,
- instruct the Bank to disclose information relating to its Accounts to

_____ (the Bankline Client),

– accept the Coutts Bankline Terms,
on behalf of the Company/LLP

Signed by the Company Secretary or by two members of the LLP

Name _____

Date _____

Name _____

Date _____

4.2 Unincorporated Body Resolution

Important note

Only complete this section if your organisation is an Unincorporated Body. The individual(s) named in the resolution must also be named in the authority held by the Bank.

• Certificate

I certify that the resolution below was duly passed at a meeting of the

_____ (e.g. Members/Management Committee)

of (organisation name) _____

held on

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

• Resolution

It was resolved that _____

and/or _____

is/are authorised to:

- complete and sign the Bankline Third Party Mandate,
- instruct the Bank to disclose information relating to its Accounts to

_____ (the Bankline Client),

- accept the Coutts Bankline Terms,
on behalf of the organisation.

Signed by the Chairman of the meeting

Name _____

Date _____