



Corporate Online Banking - Individual user form

This form will allow you to assign and amend services assigned to an individual's online access. Please note that one form should be completed for each individual user

Please complete in BLOCK CAPITALS using a black or blue ballpoint pen.

This application form contains seven sections:

Section 1: Important Information

Section 2: Client Details

Section 3: Individual User Details

Section 4: Accounts required Online

Section 5: Levels of Approval

Section 6: Payment Options

Section 7: Client Confirmation

Application Checklist

Before submitting this form, please ensure that:

- The form has been signed in accordance with the Bank mandate.
- The Primary User has signed the form.
- The Primary User has provided the Bank with an identification document (ID card/passport).
- You confirm that you have read and understood the Business Online Banking Terms & Conditions.

Section 1 – Important Information:

The information provided on this form will be used for providing you with the Digital banking service.

Notes to help you complete this form

(Section 5 - Payment Options)

User roles:

“**Viewer**” means client will only have viewing access.

“**Maker**” means client will have viewing and inputting powers.

“**Approver / Checker**” means client will be able to view, input and authorise transaction / payments to agreed amounts.

Primary User Identification

If the Primary User has not been previously identified, they will need to present one of the following items of identification together with the completed application form:

- Driving licence
- Passport or
- Identity card

NOTE: If this document is not supplied, then we will not be able to setup the individual’s online access.

Section 5 – Levels of Approval:

Please select Online Services required:

View Only (Balance and transactions)	
Payment Options <i>* Section 6 is mandatory for this option</i>	

Section 6 – Payment Options:

Please select options required:

Option	Definition	Tick option required
Viewer	View only	
Maker	View and Input	
Approver / Checker	View, Input and Authorise up to £1000 only	
Approver / Checker	View, Input and Authorise bespoke amount £ _____	
Approver / Checker	View, Input and Authorise any amount	

Individual Assigned to Online Banking	
Full Name	
Signature	
Date	

Section 7 – Client Confirmation:

I/We confirm the appointment of new individual users signed in accordance with the Corporate Mandate.

Where I/we provide personal and financial information about an individual user I/we confirm that I/we have their consent, or I/we are otherwise entitled to provide this information to you and for you to use it in providing the Online Banking service.

I/we authorise you to process information about a user as follows:

- (i) Identity (including searching the Electoral Register), money laundering and other checks using credit reference agencies or otherwise. Such checks may be carried out at any time; and
- (ii) Where we transfer your information to a service provider or agent in another country (including, without limitation, countries outside the European Economic Area), we will make sure the service provider or agent agrees to apply the same levels of protection as we are required to apply to your information and to use your information in accordance with our instructions.

For and on behalf of:

Company Name	
1 Full Name	
Signature	
Date	
Position	
2 Full Name	
Signature	
Date	
Position	

To avoid any delays to your registration please ensure that ALL sections are completed in full.

Within three working days you will receive confirmation that your registration has been complete.

If you do not receive confirmation from us within three days, please call the helpdesk on **+350 200 13900** or **e-mail gibraltar@gibintbank.gi**