

# Company Dealing Account



0845 0700 720  
www.selftrade.co.uk

Please return your completed form in the envelope provided (no stamp is needed), alternatively post it to:  
Selftrade, Account Management, Boatman's House, 2 Selsdon Way, London E14 9LA.

On completion and submission of this form you will be subject to our Terms and Conditions.

## Section A Company details you must complete all fields marked \* please use CAPITALS

<b>Company's trading name*</b>	<input type="text"/>
<b>Company's trading address*</b>	<input type="text"/> <input type="text"/> <input type="text"/>
<b>Postcode*</b>	<input type="text"/>
<b>Nature of business*</b>	<input type="text"/>

### Authorised Persons

This person is authorised, by the Board resolution, to operate the Company Dealing Account on behalf of the Company. All correspondence will be sent to the Company address, for the attention of the Authorised Person. You may nominate up to two Authorised Persons.

<b>Title*</b>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other title	<input type="text"/>
<b>Surname*</b>	<input type="text"/>				<b>Any other surname used in last 3 years</b>	<input type="text"/>
<b>Forenames*</b>	<input type="text"/>				<b>Mother's maiden name* for security purposes</b>	<input type="text"/>
<b>Permanent residential address*</b>	<input type="text"/> <input type="text"/> <input type="text"/>				<b>Date of birth*</b>	<input type="text" value="DD / MM / YYYY"/>
<b>Postcode*</b>	<input type="text"/>				<b>Nationality*</b>	<input type="text"/>
<b>Previous address* if you have moved in the last 2 years</b>	<input type="text"/> <input type="text"/> <input type="text"/>				<b>Town of birth*</b>	<input type="text"/>
<b>Postcode*</b>	<input type="text"/>				<b>Country of birth*</b>	<input type="text"/>
					<b>Daytime phone*</b>	<input type="text"/>
					<b>Evening phone</b>	<input type="text"/>
					<b>Mobile phone*</b>	<input type="text"/>
					<b>Email address*</b>	<input type="text"/>

## Second Authorised Person (if required)

<b>Title*</b>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other title	<input type="text"/>
<b>Surname*</b>	<input type="text"/>				<b>Any other surname</b> used in last 3 years	<input type="text"/>
<b>Forenames*</b>	<input type="text"/>				<b>Mother's maiden name*</b> for security purposes	<input type="text"/>
<b>Permanent residential address*</b>	<input type="text"/> <input type="text"/> <input type="text"/>				<b>Date of birth*</b>	<input type="text" value="DD / MM / YYYY"/>
<b>Postcode*</b>	<input type="text"/>				<b>Nationality*</b>	<input type="text"/>
<b>Previous address*</b> if you have moved in the last 2 years	<input type="text"/> <input type="text"/> <input type="text"/>				<b>Town of birth*</b>	<input type="text"/>
<b>Postcode*</b>	<input type="text"/>				<b>Country of birth*</b>	<input type="text"/>
					<b>Daytime phone*</b>	<input type="text"/>
					<b>Evening phone</b>	<input type="text"/>
					<b>Mobile phone</b>	<input type="text"/>
					<b>Email address</b>	<input type="text"/>

## Directors

Please provide details on each additional Company Director. (If there are more than three Directors, please attach an additional sheet).

<b>Title*</b>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other title	<input type="text"/>
<b>Surname*</b>	<input type="text"/>				<b>Any other surname</b> used in last 3 years	<input type="text"/>
<b>Forenames*</b>	<input type="text"/>				<b>Date of birth*</b>	<input type="text" value="DD / MM / YYYY"/>
<b>Permanent residential address*</b>	<input type="text"/> <input type="text"/> <input type="text"/>				<b>Previous address*</b> if you have moved in the last 2 years	<input type="text"/> <input type="text"/> <input type="text"/>
<b>Postcode*</b>	<input type="text"/>				<b>Postcode*</b>	<input type="text"/>

<b>Title*</b>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other title	<input type="text"/>
<b>Surname*</b>	<input type="text"/>				<b>Any other surname</b> used in last 3 years	<input type="text"/>
<b>Forenames*</b>	<input type="text"/>				<b>Date of birth*</b>	<input type="text" value="DD / MM / YYYY"/>
<b>Permanent residential address*</b>	<input type="text"/> <input type="text"/> <input type="text"/>				<b>Previous address*</b> if you have moved in the last 2 years	<input type="text"/> <input type="text"/> <input type="text"/>
<b>Postcode*</b>	<input type="text"/>				<b>Postcode*</b>	<input type="text"/>

### Directors (continued)

<b>Title*</b>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other title	<input type="text"/>
<b>Surname*</b>	<input type="text"/>				<b>Any other surname</b> used in last 3 years	<input type="text"/>
<b>Forenames*</b>	<input type="text"/>				<b>Date of birth*</b>	<input type="text" value="DD / MM / YYYY"/>
<b>Permanent residential address*</b>	<input type="text"/> <input type="text"/> <input type="text"/>				<b>Previous address*</b> if you have moved in the last 2 years	<input type="text"/> <input type="text"/> <input type="text"/>
<b>Postcode*</b>	<input type="text"/>				<b>Postcode*</b>	<input type="text"/>

### Shareholders(s)

Please provide details of Shareholders who hold 10% or more of the company shares. Company Directors detailed above should not be included in this section. (If there are more than three Shareholders, please attach an additional sheet).

<b>Title*</b>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other title	<input type="text"/>
<b>Surname*</b>	<input type="text"/>				<b>Any other surname</b> used in last 3 years	<input type="text"/>
<b>Forenames*</b>	<input type="text"/>				<b>Date of birth*</b>	<input type="text" value="DD / MM / YYYY"/>
<b>Permanent residential address*</b>	<input type="text"/> <input type="text"/> <input type="text"/>				<b>Previous address*</b> if you have moved in the last 2 years	<input type="text"/> <input type="text"/> <input type="text"/>
<b>Postcode*</b>	<input type="text"/>				<b>Postcode*</b>	<input type="text"/>

<b>Title*</b>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other title	<input type="text"/>
<b>Surname*</b>	<input type="text"/>				<b>Any other surname</b> used in last 3 years	<input type="text"/>
<b>Forenames*</b>	<input type="text"/>				<b>Date of birth*</b>	<input type="text" value="DD / MM / YYYY"/>
<b>Permanent residential address*</b>	<input type="text"/> <input type="text"/> <input type="text"/>				<b>Previous address*</b> if you have moved in the last 2 years	<input type="text"/> <input type="text"/> <input type="text"/>
<b>Postcode*</b>	<input type="text"/>				<b>Postcode*</b>	<input type="text"/>

<b>Title*</b>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other title	<input type="text"/>
<b>Surname*</b>	<input type="text"/>				<b>Any other surname</b> used in last 3 years	<input type="text"/>
<b>Forenames*</b>	<input type="text"/>				<b>Date of birth*</b>	<input type="text" value="DD / MM / YYYY"/>
<b>Permanent residential address*</b>	<input type="text"/> <input type="text"/> <input type="text"/>				<b>Previous address*</b> if you have moved in the last 2 years	<input type="text"/> <input type="text"/> <input type="text"/>
<b>Postcode*</b>	<input type="text"/>				<b>Postcode*</b>	<input type="text"/>

## Section B Banking details

You **must** set up a Direct Debit instruction from a UK bank account to open a Selftrade account. You do not have to fund your account by Direct Debit. The bank account should be in the name of the Company, and signed in accordance with the mandate held at the Company's bank.

This Direct Debit instruction gives you the flexibility to make

payments at any time to and from your Selftrade account.

Funds will take at least three working days to clear. For immediate account funding, you can use a Switch/Maestro or VISA Delta debit card.

Selftrade will only execute trades if there are sufficient cleared funds available within the account to cover the cost of the trade.

### Instruction to your Bank or Building Society to pay by Direct Debit

Please fill out the whole form using a ball point pen and send to:

Selftrade, Account Management, Boatman's House, 2 Selsdon Way, London E14 9LA.



Name(s) of Account Holder(s)

Branch Sort Code

Bank/Building Society account number

Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

Originator's Identification Number

8	0	8	6	0	4
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Reference Number (please leave blank)

Instruction to your Bank or Building Society

Please pay Talos Securities Limited, trading as Selftrade, Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Talos Securities Limited, trading as Selftrade, and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

Banks and Building Societies may not accept Direct Debit instructions for some types of account

#### THIS INFORMATION IS FOR SELFTRADE USE ONLY

This is not part of the instruction to your Bank or Building Society.

#### Setting up regular payments

**Do you want to make regular payments from your Company's bank account into your Selftrade account?**

Yes  No

If **Yes**, please choose the date you would like payments to be debited from your bank account

1st  15th

We will collect payments on the working day closest to this date each month

Amount that you would like to transfer each month £

### Direct Debit Guarantee

This Direct Debit Guarantee should be detached and retained by the payer.



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit Talos Securities Limited, trading as Selftrade, will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Talos Securities Limited, trading as Selftrade, to collect a payment, confirmation of the amount and date will be given to you at the time of the request
- If an error is made in the payment of your Direct Debit by Talos Securities Limited, trading as Selftrade, or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society - If you receive a refund you are not entitled to, you must pay it back when Talos Securities Limited, trading as Selftrade, asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

## Section C Depositing share certificates or cash

Please complete this section if you want to deposit shares or funds into your account

Please tick one or both options

### Shares

**The Company wants to transfer share certificates into the Company's Selftrade account.** The Company encloses a CREST transfer form for each shareholding, together with the corresponding share certificate(s). Share certificates **must** be registered in the name of the Company.

Number of CREST forms

### Cheque

takes 3-5 working days to clear

**The Company wants to fund its Selftrade account by cheque.**

The Company encloses a cheque payable to 'Selftrade client account' to fund its account. The Company understands that the cheque will be returned if the Company's application is unsuccessful. The cheque **must** be drawn on the UK bank account in the **name of the Company**, as specified in the Direct Debit instruction.

£

## Section D Declaration

### Read and sign below

Please open a Selftrade Dealing account in the name of the Company. The Company's Directors declare that the information on this application form submitted by them is true to the best of their belief. The Directors understand and agree to be bound by the Terms and Conditions. It is also accepted that Selftrade may in its absolute discretion decline this application without reason being given. It is acknowledged that Selftrade offers an execution-only investment service. The Company will notify Selftrade of any change to the information provided in this application.

Signature of Authorised person\*

Signature of second Authorised person

The Company permits Selftrade to submit data provided in this application to third parties for the purpose of verifying identities and understands that a record of the searches will be retained.

By becoming a client of Selftrade the Company consents to us holding and using information for the purposes set out in our Terms and Conditions. In accordance with the Terms and Conditions we may, from time to time, send the Company information regarding new products and promotions. If you would prefer not to be informed of these, please tick the box.

Date\*

Date\*

**See over for required supporting documentation.**

## Supporting documentation

Please provide the following documentation:

- Board resolution, i.e. authorising the signatory to operate the Company Dealing Account on behalf of the Company
- Copy of Certificate of Incorporation
- Memorandum of Association
- Latest report and accounts or where the company is new and no accounts are yet available, a current appointments report which can be obtained from the Companies House website
- A bank statement, in the name of the company together with the company address, less than three months old. Photocopies cannot be accepted.

Please include supporting documentation as detailed below for the Authorised Person(s), and each of the Directors and listed Shareholders.

Bank statements and bills **must** be originals **and** less than 3 months old. **Photocopies cannot be accepted.** We will return any original documents as soon as we have processed your application.

### UK residents:

**The Authorised Person(s), Directors and listed Shareholders who have been at their current address for more than two years and are on the current Electoral Roll,** please include one of the following with the individual's name and address details clearly displayed:

- Gas, electricity or fixed line telephone bill. Mobile phone and internet utility bills cannot be accepted

- Bank statement. Photocopies and internet bank statements cannot be accepted
- Credit card statement
- Local authority bill for the current year

**The Authorised Person(s), Directors and listed Shareholders who have been at their current address for less than two years and/or are not on the current Electoral Roll,** please include one of the following with the individual's name and address details clearly displayed:

- Gas, electricity or fixed line telephone bill. Mobile phone and internet utility bills cannot be accepted
- Bank statement, photocopies and internet bank statements cannot be accepted
- Credit card statement
- Local authority bill for the current year

**plus** one of the following:

- A current HM Revenue & Customs Tax Notification, **or**
- Certified copy of your current UK driving licence, **or**
- Certified copy of your current signed passport.

**The certified copies must be officially stamped and signed together with the following statement** 'certified as a true copy of the original' **by a UK lawyer, bank manager, or accountant. The person certifying the documents must give his/her full name, address and daytime telephone number.**

## If you are new to Selftrade, where did you hear about us?

Internet*	<input type="checkbox"/>	Newspaper*	<input type="checkbox"/>	Promotional code*	<input type="checkbox"/>	*Please give details <input type="text"/>
Magazine*	<input type="checkbox"/>	Outdoor*	<input type="checkbox"/>	Recommendation*	<input type="checkbox"/>	
Mailshot*	<input type="checkbox"/>	Pension Administrator*	<input type="checkbox"/>	Other*	<input type="checkbox"/>	

## Checklist

- |   |   |   |   |
|---|---|---|---|
| Personal Details <input type="checkbox"/> | Ensure that all personal details for the Authorised Person(s), Directors, and Shareholders have been completed.                                     | Documentation <input type="checkbox"/>                | Ensure that you have provided any documentation as detailed in Section D to support your application              |
| Banking Details <input type="checkbox"/>  | Ensure that the Company's banking details have been supplied.   | Board resolution <input type="checkbox"/>             | Ensure that a copy of the Board resolution is enclosed, authorising the signatory to act on behalf of the Company |
| Shares Transfer <input type="checkbox"/>  | Ensure that a CREST transfer form and share certificates for each shareholding to be transferred into the Company's Selftrade account are enclosed. | Certificate of Incorporation <input type="checkbox"/> | Ensure that a copy of the Certificate of Incorporation is enclosed  |
| Cash Transfer <input type="checkbox"/>    | Ensure that a cheque is enclosed if the Company wishes to credit funds to its Selftrade account.  | Declaration <input type="checkbox"/>                  | This section must be read and signed by the Authorised Person(s).   |

## What to do now

Please send your application and supporting documentation to us using the enclosed reply-paid envelope. Alternatively post it to Selftrade, Account Management, Boatman's House, 2 Selsdon Way, London E14 9LA.

## What will happen next

We will send you a welcome pack with your account number and other information about using the service. We will send your PIN (Personal Identification Number) separately for security. We will also return your original supporting documentation. If your application is unsuccessful we will return your documentation and cheque (if applicable).