

# Company Dealing Account



Selftrade

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*</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>Daytime phone*</b>	<input type="text"/>
<b>Postcode*</b>	<input type="text"/>				<b>Evening phone</b>	<input type="text"/>
					<b>Mobile phone</b>	<input type="text"/>
					<b>Email address 1</b>	<input type="text"/>
					<b>Email address 2</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>Daytime phone*</b>	<input type="text"/>
<b>Postcode*</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 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
- A bank statement, in the name of the company, less than 3 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,** 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).