

Self Invested Personal Pension Scheme Account Mandate



The Corporate Trustee Scheme Trustee must sign section 5.
 The Resolution set out in section 3 needs to be passed.
 Each entity will have important responsibilities and must be chosen carefully
 Please note - when filling out this form please use the tab and arrow keys to move between the relevant fields.
 Ensure you do not use the return or enter keys. Please complete this form in BLOCK CAPITALS.
 The individuals signing the Certificate in section 6 must initial all corrections.

1. Details of Scheme and Company acting

The Trustees named in section 5 as trustees of:

Scheme name in full (the "Scheme")	C&P SIPP -	}	Please insert name of Trust as stated on Trust Deed
Corporate/ Scheme Trustee name in full	C&P Trustees Ltd		

2. Application to accounts

Please insert details in either section 2.1 or 2.2 by putting a cross in the relevant box below.

EITHER

2.1 This mandate only applies to the **accounts** of the Scheme detailed below:

Account number Sort code

Please specify the
main operating
account

New accounts
If unknown please
leave boxes blank

OR

2.2 This mandate only applies to the **accounts** of the Scheme detailed below:

Account numbers	Sort code	Account numbers	Sort code
<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>
<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>
<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>
<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>
<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>
<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>

New accounts
If unknown please
leave boxes blank
If there are more
than 12 accounts,
please detail on a
separate sheet and
attach to this
mandate

Total number of accounts

Please insert total
number of
accounts detailed
in this section 2.2
and on any
separate sheets

3. Resolution

This Resolution must be passed at a meeting of the board of directors of the Company acting as Corporate Trustee

The Scheme Trustee has signed this Mandate, and it was resolved by it that:

- a banking relationship will be maintained with The Royal Bank of Scotland plc (the **Bank**) in accordance with this Mandate and that:
- the individuals identified by the Scheme Trustee in this Mandate (the **Authorised Signatories**) may, in accordance with the **Signing Rules**, sign cheques and give instructions for Standing Orders, Direct Debits, electronic payments, banker's drafts and other payments on the Accounts even if it causes an Account to be overdrawn or exceed any limit
- any **Authorised Signatory** may give other instructions or requests for information to the Bank in relation to the Accounts; opening accounts with the same **Signing Rules** and **Authorised Signatories**; closing accounts; or other banking services or products including releasing items held in security or safe custody in the name of the Scheme Trustee
- the Scheme Trustee's liabilities to the Bank in the absence of fraud or negligence on the part of the Scheme Trustee, shall not be personal but shall be limited to the extent of the assets of the Scheme
- If appropriate the Scheme Trustee wishes the Account to be included in The Royal Bank of Scotland (the **Bank**) electronic services "Bankline". The Scheme Trustee refers to the electronic services registration mandate for Bankline between: the Scheme Trustee and the Bank whereby the Bank agrees to provide the Scheme (the **Bankline Customer**) with electronic services (**Services**). The Scheme Trustee acknowledges and agrees that the Bankline Terms allow the Bankline Customer to include a third party's accounts within their Service to provide instructions (including payment instructions) in relation to such accounts. The Scheme Trustee agrees that The Scheme Trustee wishes the Account to be added to the Services. In consideration of the foregoing the Scheme Trustee agrees to be bound by the Bankline Terms and Conditions. Where the Bank is satisfied the instruction is genuine and the appropriate authority has been given in accordance with the Bankline terms and conditions, the Bank may accept online instructions to withdraw monies from the account(s) on the sole authority of the Scheme Trustee and agrees for the Scheme Trustee to view the relevant account statement on Bankline.
- the Bank may accept instructions that do not have an original written signature provided the Bank is satisfied that the instruction is genuine and subject to any other agreement the Bank may require for those instructions
- this Mandate will continue, even if the Scheme Trustee ceases to be the trustee or a new trustee is appointed, until withdrawn in writing by the Scheme Trustee, or the Scheme gives a replacement mandate
- the Scheme will immediately notify the Bank in writing if the Scheme Trustee ceases to be a trustee
- **the Trustees will provide to the Bank a certified copy of the Trust Deed, any deed of appointment or retirement of Trustee and any amendment to the Trust Deed**
- the Scheme does not require separate statements of account and request the Bank to issue single periodical statements of account. The statements should be sent to:

Individual ~~Trustee~~

Mailing name	<input type="text"/>	
Address line 1	<input type="text"/>	
Address line 2	<input type="text"/>	
Address line 3	<input type="text"/>	
Address line 4 OR overseas country	<input type="text"/>	
Postcode	<input type="text"/>	<input type="text"/>

If the box above is not completed, the statements will be sent to the first named Trustee in section 5

Corporate Trustee

Mailing name	C&P Trustees Ltd	
Address line 1	Unit 23	
Address line 2	15 Jubilee Close	
Address line 3	Weymouth	
Address line 4 OR overseas country	Dorset	
Postcode	DT 4	7 B S

4. Signing rules for the accounts specified in section 2

Please detail the signing rules for the operation of your account below.

Please ensure that the Signing Rules specified below include who may give instructions for unlimited amounts.

Signing rules can use the designation given to a Trustee in section 5 or a Third Party Signatory on a Third Party Signatories Form. This designation can be by signing group (e.g. A, B, C).

Example 1

Any two Authorised Signatories, one of whom must be the Scheme Trustee, if the amount exceeds £xxxxx

Example 2

- any Authorised Signatory for amounts up to and including £xxxxx and any two Authorised Signatories, one of whom must be the Scheme Trustee, if the amount exceeds £xxxxx

Do not identify individuals here by name as these details are collected in section 5 and in any Third Party Signatories Form for Trust Mandate.



1A plus 1B

5. Trustee signatures

All Trustees must sign this section.

If there are more authorised signatories and you require additional space, please photocopy this page, complete and attach to this Mandate.

Please cross through any unused boxes in this section and on any additional sheets.

If designations are specified in section 4, please also include the designation in the official position and/or signing group fields below (e.g. director and A).

If there are more than two signatories signing on behalf of the corporate trustee, please supply a separate list of signatories certified and signed a director/company secretary of the corporate trustee

Confirming your agreement

By continuing with this application, you confirm that you have read and understood how we may use your information in the ways described below and are happy to proceed.

5.1 Corporate Trustee

Specimen signature (please sign within the box)

Print full name _____

Date of birth (DD/MM/YYYY) _____

Official position _____

e.g. committee member, treasurer

Signing group _____

(Required field if signing group specified in Section 4, e.g. A, B, C, etc)

Specimen signature (please sign within the box)

Print full name _____

Date of birth (DD/MM/YYYY) _____

Official position _____

e.g. committee member, treasurer

Signing group _____

(Required field if signing group specified in Section 4, e.g. A, B, C, etc)

5.2 Member Trustee

Specimen signature (please sign within the box)

Print full name _____

Date of birth (DD/MM/YYYY) _____

Official position _____

e.g. committee member, treasurer

Signing group _____

(Required field if signing group specified in Section 4, e.g. A, B, C, etc)

Specimen signature (please sign within the box)

Print full name _____

Date of birth (DD/MM/YYYY) _____

Official position _____

e.g. committee member, treasurer

Signing group _____

(Required field if signing group specified in Section 4, e.g. A, B, C, etc)

Specimen signature (please sign within the box)

Print full name _____

Date of birth (DD/MM/YYYY) _____

Official position _____

e.g. committee member, treasurer

Signing group _____

(Required field if signing group specified in Section 4, e.g. A, B, C, etc)

6. Certificate

I certify that:

The resolution set out in section 3 was passed at a meeting at which a quorum was present.

In respect of this mandate and any Third Party Signatories Form for Trust Mandate:

- all the signatures are genuine;
- the information given is correct; and
- I have initialled all corrections.

To verify any information on this mandate the Bank may call me on:

0 1305 898433

← Please insert a contact telephone number

The Bank may assume that the person who confirms their identity, and correctly answers the Bank's security questions is me.

Signed by the Chairman of the meeting (who must be a director of the Corporate Trustee)

Signature of Director of the Scheme Trustee

Print first name

Print surname

Date of birth (DD/MM/YYYY)

Official position

Date (DD/MM/YYYY)

Signature of Member Trustee

Print first name

Print surname

Date of birth (DD/MM/YYYY)

Official position

Date (DD/MM/YYYY)

Appendix

How we will use your information



Who we are

At Royal Bank of Scotland PLC we do all we can to respect your rights to privacy and the protection of your personal information. We are a member of The Royal Bank of Scotland Group ("RBS") and this notice sets out a summary of what we, and other companies in RBS, do with your information in order to run our business and provide our customers with products and services.

We encourage you to read our full privacy notice on our website www.rbs.co.uk/privacy for more detailed information on how we use your information and your rights in relation to that. Our privacy notice may be updated from time to time and we will communicate any changes to you and publish the updated notice on our website.

The information we use and where we get it from

We collect and process various categories of personal information, including basic information such as name and contact details, and information about financial circumstances, accounts and transactions.

Most of your information will have been provided by you (or our customer), or created through the use of our products and services. We also collect information from the technology you use when dealing with us and from third party organisations (such as other RBS companies, credit reference agencies or public sources).

In order to protect us or you, for example to prevent fraud or to make our services accessible to you, we may also process certain special categories of information, such as information about your health, or information about your personal characteristics (biometric information).

Where permitted by law, we may process information about criminal convictions or offences and alleged offences for specific and limited activities and purposes, such as to perform checks to prevent and detect crime, to comply with laws relating to money laundering, fraud, terrorist financing, bribery and corruption, and for international sanctions.

For more information about the types and sources of information we process please see our full privacy notice.

Your rights

You have certain legal rights to control what we do with your information. This includes a right to get access to your personal information; to request us to correct or update incorrect information; to object to or request that we restrict processing your information in certain circumstances; to object to direct marketing; and to receive the personal information you provided in a portable format.

For more information about your rights, including how to exercise them and the circumstances in which they apply, please see our full privacy notice or contact us at 03457 24 24 24 or contact your Relationship Manager.

It is important to understand that in some cases, exercising your rights may mean that we are no longer able to provide you with products or services.

If you wish to raise a complaint on how we have handled your personal information, you can contact our Data Protection Officer at 03457 24 24 24.

We hope that we can address any concerns you may have, but you can always contact the Information Commissioner's Office (ICO). For more information, visit www.ico.org.uk.

How we and other RBS companies use your information

We and other RBS companies use your information primarily to provide you with products and services, to better understand our customers' needs and improve the products and services we offer, and for the day to day running of our business. We also use it to comply with laws and regulations that apply to us and to protect our business, our customers and employees.

For more detailed information about the purposes for which we use your information, please see Schedule A of our full privacy notice (Schedule of Processing Purposes).

Sharing your information outside RBS

We keep your information confidential and will only share your information outside of RBS for the purposes mentioned in our privacy notice. This may include sharing with third parties such as service providers, credit reference and fraud prevention agencies and law enforcement agencies or regulators.

For more detailed information about the third parties with whom we may share your information, please see Section 7 of our full privacy notice (Sharing with third parties).

Transferring information overseas

Most of the information we hold on you will be used and stored in the UK. However, we may transfer your information overseas as some of our operations, regulators and third party providers are not based in the UK.

We will only transfer your information where lawfully permitted and in compliance with applicable laws.

For more information about overseas transfers and your associated rights, please see Section 8 of our full privacy notice (Transferring information overseas).

Marketing

Unless you have told us not to, we will send you marketing information relating to products and services that we think will be of interest and relevant to you. If you change your mind and no longer want to receive these communications you can tell us at any time by contacting us at 0131 556 8555 or Minicom 0345 900 5960, or email us at largemarketadmin@rbs.co.uk or speaking to your Relationship Manager or Business Manager Team.

RBS will not share your information with third parties for their own marketing purposes without your permission.

Communications about your account

We may contact you with information relevant to the operation and maintenance of your account by a variety of means, including via online banking, mobile banking, email, text message, post and/or telephone. If at any point in the future you change your contact details you should tell us promptly about those changes.

Credit reference and fraud prevention agencies

When you apply for a product or service we may request information about you from credit reference agencies and we will explain the details and what that means for you when you apply. We use a system of credit scoring to assess your application and decisions may be taken based solely on automated checks of information from credit reference and fraud prevention agencies and internal RBS records.

We will continue to share information with credit reference agencies about how you manage your account, for example account balances and repayment history. We use and share information because we have a duty to prevent fraud and money laundering, to manage our risk and protect our business and to comply with laws that apply to us (such as checking who you are and making sure our products are right for you).

We also check and share information with fraud prevention agencies. If we identify or suspect fraud we will record this with fraud prevention agencies to prevent fraud and money laundering, and you could be refused services, finance or employment. Credit reference and fraud prevention agencies use and share your information with other organisations because they have to prevent fraud and money laundering, to verify your identity, to protect their business and to comply with laws.

For more detail please see Section 11 of our full Privacy Notice. For further information about credit reference and fraud prevention agencies and how they use personal information, please visit: Experian (www.experian.co.uk/crain), Equifax (www.equifax.co.uk/crain), Callcredit (www.callcredit.co.uk/crain), CIFAS (www.cifas.org.uk/privacy-notice) and Hunter (www.nhunter.co.uk/privacypolicy).

How long we keep your information

We don't keep your information for longer than we need to, which is usually up to six years after your relationship with the bank ends, unless we are required to keep it longer (for example due to a court order or investigation by law enforcement agencies or regulators).

Security

We are committed to ensuring that your information is secure with us and with third parties who act on our behalf. We use many tools to make sure that your information remains confidential and accurate and we may monitor or record calls, emails, text messages or other communications in order to protect you and us.