

Voluntary Organisations, Charities, Societies, Credit Unions, Trusts, Schools, Clubs and any other Unincorporated Association.

## Certified Copy of Resolutions Made by the organisation named in Section 1.

The following resolutions were passed at a meeting of the committee held on:

Date

It was resolved that:

- The Co-operative Bank p.l.c. ("the Bank") shall continue as our bankers in accordance with our original application
- the Bank shall be authorised to accept instructions (including written instructions sent by facsimile and electronic instructions through the use of digital signatures and/or identification numbers or passwords) from us in connection with the account(s) and the service, provided that the instructions are given and/or signed in accordance with the signing authority listed in the account signatories Section 4b. Instructions shall mean: cheques, bills of exchange, promissory notes or other orders for payment drawn, made or accepted on our behalf (even if the payments cause the account(s) to be overdrawn) and requests or instructions in writing concerning the account(s), our affairs or property (including the opening of the new account(s), the arranging of facilities and creation of security)
- the Bank shall be authorised to honour all cheques and all other documents made or accepted on our behalf even if such payment causes any accounts to be overdrawn or increase any existing overdraft, provided that such documents are signed in accordance with the specimen signatures shown in the account signatories Section 4b
- the Bank shall act on all specimen signatures in accordance with instruction, notice, request or other document in writing concerning our account (including the opening of new accounts), affairs or property, as shown in the account signatories Section 4b
- the Bank shall be sent a copy of any future resolutions which affect the terms of these resolutions
- the Bank shall be sent a copy of any changes in our Memorandum and Articles of Association/Regulations, constitution, rule book or byelaws
- the Bank shall be notified in writing of any change of Directors, Trustees, Members or Officials, where applicable some charities are also registered as Ltd, so will need to include full list
- the Bank shall be notified in writing of any change of official authorised to sign on our behalf
- the Bank shall otherwise continue to operate our account(s) in accordance with the business account mandate
- the Bank shall be notified in writing of any overall change of control in the organisation
- all signatories to the account are aged 18 or over
- in the case of joint account holders, we agree that on application by one of us for an overdraft on the account the Bank may provide oral pre-contractual information to one of us only prior to the overdraft being agreed. In this case any overdraft terms will be sent to multiple account holders after the overdraft is agreed and available to use.

## Authority for additional signatories to draw on account

N.B. Each additional signatory must complete Section 3b.

I/We<sup>†</sup> authorise and request that until you receive written notice from me/us<sup>†</sup> to the contrary to treat and consider additional signatories listed in Section 3b as fully empowered by me/us and on my/our<sup>†</sup> behalf:

- to draw, sign and endorse cheques and other orders for payment on my/our account(s) with you
- to draw, sign, accept and endorse bills of exchange and promissory notices on my/our account(s) with you
- to receive cheques, statements and other vouchers relating to my/our account(s) with you
- to withdraw all or any of my/our securities, documents, or other property or anything else held by you by way of security or for safe custody collection or any other purpose whatsoever on my/our account(s)
- to arrange terms with you for the negotiation or discount of any documents
- to negotiate with you for and take advances whether by way of loan, overdraft discount or otherwise with or without security
- to charge, pledge and deposit with you any of my/our property upon such terms as you may require to secure the payment or discharge to you on demand of all monies and liabilities which shall for the time being (and whether on or at time after such demand) be due owing or incurred to you by me/us whether actually or contingently and whether solely or jointly with any other person and whether as principal or surety including interest discount commission and other banking charges
- generally to act on my/our behalf in all transactions and matters of business with you and to comply fully with any account terms and conditions and security requirements you may operate in connection with my/our account(s) with you now or in the future
- to act on the above instructions and in particular to pay and honour all such cheques, orders, bills, notes or requests as above mentioned notwithstanding that any such payment may cause my/our said account(s) to be overdrawn or may increase any existing overdraft.

**It is certified that these resolutions have been recorded in the minute book and that the specimen signatures shown in the account signatories Section 4b are correct.**

Name	<input type="text"/>	Signature
Position in company	<input type="text"/>	
Date	<input type="text"/>	

Name	<input type="text"/>	Signature
Position in company	<input type="text"/>	
Date	<input type="text"/>	


<sup>†</sup> Please delete as appropriate throughout



**Note:**  
**Registered Charities**  
Two current Trustees must sign this section.



**Note:**  
**Voluntary Organisations, Societies, Trusts, Schools, Clubs and any other Unincorporated Association**  
Two officials must sign this section (i.e. chair, treasurer or secretary), and must hold this position at the time of signing. Any individual that signs who is not a signatory will need to complete Section 3b.



**Note:**  
**Credit Unions**  
Two currently FCA registered officials must sign this section.



**Note:**  
**Parish, Town and Community Councils**  
The Clerk and one Councillor must sign this section.