



Harp and Crown Credit Union Limited is a non-profit making, financial organisation, owned and run by people who have a common bond. Our common bond contains serving and retired police officers and civilian support staff, as well as their families. We strive to offer our common bond a variety of financial services from simple savings accounts to competitive member loans. Our services seek to make a tangible difference in the policing community.

The Harp and Crown offer corporate membership to organisations such as charities, trusts and associations from within the Police Family.

If your organisation would like to open a Corporate Member Account with the Harp and Crown Credit Union Limited, please complete the following application form:

Corporate Account Definition and Requirements

Confirming and verifying identification of individuals

In common with other financial institutions, we require validation and identification of **all signatories** to the account. Individuals representing organisations will be required to produce identification documents giving proof of name, date of birth and address in accordance with the credit union's normal identification requirements for individual members. In addition, we will require details of all shareholders, directors or beneficial owners holding more than 25% of shares in the organisation who are NOT signatories.

To assist in identification and verification and to prevent fraud and money laundering we may use your information to search the Electoral Register and in searches with fraud prevention agencies. The agencies used would retain your information for 12 months regardless of whether this application is successful or not.

By completing this form, you are deemed to agree to any additional verification procedures.

To verify you as a bone fide organisation we also require the following:

A Club, Society, Association or Charity

- A copy of the constitution
- A list of officers, including names and addresses

An Unincorporated Charity

- A copy of the constitution
- Northern Ireland Charity Number
- A list of officers, including names and addresses

A trust

- A copy of the Trust Deed
- A list of trustees, including names and addresses

Harp and Crown Credit Union Ltd are authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number (FRN) 577113



Full Name of Organisation: as shown on your governing documents
.....

Key contact for communications: (Full name)
.....

Correspondence Address
.....
..... **Post Code:**

Daytime Telephone no: **Mobile:**

Email :

Registered Address (if different from above)
.....
..... **Post Code:**

Legal Status please confirm the status of your organisation by ticking one of these boxes

- Unincorporated organisation Charity registered in N.I.
Charitable Incorporated Organisation CIO Charity registered no:

Other (please specify)
.....

Does your organisation have a governing or regulatory body?
.....

If yes please provide details:
.....

Please describe the main activity of your organisation:



INFORMATION ABOUT THE PEOPLE ACTING AS THE AUTHORISED SIGNATORIES ON BEHALF OF YOUR ORGANISATION

Title: **Forename:** **Middle initial:**

Surname: **Position:**..... **Time with organisation:**

Address:

..... **Post Code:**

Daytime Telephone: **Mobile:**

Email: **Time at present address:**.....

Date of Birth: **National Insurance no:**

Are you a member of this credit union as an individual?

If yes please give membership number.....

Usual signature:



Title: **Forename:** **Middle initial:**

Surname: **Position:**..... **Time with organisation:**

Address:

..... **Post Code:**

Daytime Telephone: **Mobile:**

Email: **Time at present address**.....

Date of Birth: **National Insurance no:**

Are you a member of this credit union as an individual?

If yes please give membership number.....

Usual signature:

Title: **Forename:** **Middle initial:**

Surname: **Position:**..... **Time with organisation:**

Address:

..... **Post Code:**

Daytime Telephone: **Mobile:**

Email: **Time at present address**.....

Date of Birth: **National Insurance no:**

Are you a member of this credit union as an individual?

If yes please give membership number.....

Usual signature:



Title: **Forename:** **Middle initial:**

Surname: **Position:**..... **Time with organisation:**

Address:

..... **Post Code:**

Daytime Telephone: **Mobile:**

Email: **Time at present address:**.....

Date of Birth: **National Insurance no:**

Are you a member of this credit union as an individual?

If yes please give membership number.....

Usual signature:

Resolution

To Harp and Crown Credit Union Limited

We confirm that at a properly convened meeting was held on at which it was resolved that:

1. We wish to open an account with Harp and Crown Credit Union Limited and in doing so agree to abide by the social objects, rules, policies and procedures of the credit union.
2. The individual/s representing our organisation have completed all required personal details and provided identification documents according to the requirements of the credit union.
3. The credit union can rely on the appointed representatives until it receives written confirmation of changes to representatives.
4. To provide the credit union with the relevant documents as indicated on page one under corporate account definition and requirements.

Declaration: (two signatures required)

We certify that the above Resolution is a true copy of the resolution passed at the meeting detailed above.

.....

.....

Office held:

Office held:

Dated:

Dated:



Drawing Instructions:

Harp and Crown Credit Union is hereby authorised to accept instructions of* _____ of the following *insert as appropriate e.g. “any two”, “all” as required.

Name	Position/Title	Specimen Signature	Date

Supplemental Information – Anti Money Laundering guidance requires that we obtain details of all shareholders, directors or beneficial owners holding more than 25% of shares in the organisation **who are NOT signatories**. If applicable, please complete details below. If you need more space, please copy this page.



Title: **Forename:** **Middle initial:**

Surname: **Position:**..... **Time with organisation:**

Address:

..... **Post Code:**

Daytime Telephone: **Mobile:**

Email: **Time at present address**.....

Date of Birth: **National Insurance no:**

Are you a member of this credit union as an individual?

If yes please give membership number.....

Usual signature: