

Power of Attorney/Deputyship Application Form



Provided by Bank of Ireland UK

ALL SECTIONS MARKED WITH A * MUST BE COMPLETED. Please write in **BLOCK CAPITAL LETTERS** with **BLACK INK** inside boxes

1. Account Details

Name of account being applied for*

Bonds only – term of Bond (e.g. 1 Year)

Interest frequency*
 monthly annually

Bonds only – please pay my interest:
 to the Bond away to my nominated account (see section 7)

2. Donor's Details (please complete using Donor's current residential address – all correspondence will be redirected to the Representative)

Title* Date of birth* Gender* (Male/Female) M/F

Country of birth*

Country of Nationality*

First name(s)*

Middle name

Surname*

Flat number/House number/House name*

Street*

Town and County*

Postcode*

How long have you been a UK resident?*
 Less than 2 years Between 2–3 years 3 years or more

Email address (55 characters maximum)*

Mobile phone number*

Home phone number*

Mother's maiden name*

What is your employment status?*

Employed Self-employed Unemployed
 Retired Homemaker Student
 Minor

Occupation and Employer's Industry?* (Only complete if Employed or Self-employed)

Which of the following do you currently have or receive?*(Select all that apply)

A. Existing savings/lump sum
 B. Salary/bonuses
 C. Pension income/lump sum
 D. Investment income/lump sum
 E. Rental income/money from property sale
 F. An inheritance/money from family/known person
 G. State benefits
 H. Gift (please specify source below)

From the answers you gave in Question 1 above, which of these will be the main source of deposits you make to your new account?*(Write in the letter from the answer given)

Y/N Do you receive income from outside of the UK, EU, EEA, USA, Canada, Australia or New Zealand?*

If Yes, which Country/Countries do you receive income from? (Write in all that apply)

4. What is your savings goal?*(Please tick only one option)

Retirement A rainy day A special occasion (e.g. a birthday/Christmas)
 Education House For a big purchase (e.g. car, TV, etc.)
 For my children/family Other (please specify)

Are you a US citizen?* Yes No
 Are you resident for tax purposes in any country or territory other than the United Kingdom?* Yes No

If you have ticked "YES" to either of the last 2 questions please provide the following – without these you will not be able to open account.

Country Tax Identification Number (If you do not enter a TIN, we will write to you asking for this information before we can accept your application.)

1.
 2.
 3.

3. Representative's Details

Representative 1
 Are you a solicitor/qualified person acting in a professional capacity?*

Yes No If no, please specify your relationship to the donor*

Reason for acting on behalf of the donor, i.e: mental incapacity*

Title* Date of birth* Gender* (Male/Female) M/F

First name(s)*

Surname*

Representative 2
 Are you a solicitor/qualified person acting in a professional capacity?*

Yes No If no, please specify your relationship to the donor*

Reason for acting on behalf of the donor, i.e: mental incapacity*

Title* Date of birth* Gender* (Male/Female) M/F

First name(s)*

Surname*

3. Representative's Details (continued)

Representative 1 (continued)

Flat number/House number/House name*

Street*

Town and County*

Postcode*

How long have you been a UK resident?*

Less than 2 years Between 2-3 years 3 years or more

Email address (55 characters maximum)*

Mobile phone number*

Home phone number*

Mother's maiden name*

What is your employment status?*

Employed Self-employed Unemployed
 Retired Homemaker Student
 Minor

Occupation and Employer's Industry?* (Only complete if Employed or Self-employed)

Country of birth*

Country of Nationality*

Which of the following do you currently receive?* (Select all that apply)

A. Existing savings/lump sum E. Rental income/money from property sale
 B. Salary/bonuses F. An inheritance/money from family/known person
 C. Pension income/lump sum G. State benefits
 D. Investment income/lump sum H. Gift (please specify source below)

Y/N Do you receive income from outside of the UK, EU, EEA, USA, Canada, Australia or New Zealand?*

If Yes, which Country/Countries do you receive income from? (write in all that apply)

Are you a US citizen?*

Yes No

Are you resident for tax purposes in any country or territory other than the United Kingdom?*

Yes No

If you have ticked "YES" to either of the last 2 questions please provide the following - without these you will not be able to open account.

Country

Tax Identification Number

(If you do not enter a TIN, we will write to you asking for this information before we can accept your application.)

1.	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>

Representative 2 (continued)

Flat number/House number/House name*

Street*

Town and County*

Postcode*

How long have you been a UK resident?*

Less than 2 years Between 2-3 years 3 years or more

Email address (55 characters maximum)*

Mobile phone number*

Home phone number*

Mother's maiden name*

What is your employment status?*

Employed Self-employed Unemployed
 Retired Homemaker Student
 Minor

Occupation and Employer's Industry?* (Only complete if Employed or Self-employed)

Country of birth*

Country of Nationality*

Which of the following do you currently receive?* (Select all that apply)

A. Existing savings/lump sum E. Rental income/money from property sale
 B. Salary/bonuses F. An inheritance/money from family/known person
 C. Pension income/lump sum G. State benefits
 D. Investment income/lump sum H. Gift (please specify source below)

Y/N Do you receive income from outside of the UK, EU, EEA, USA, Canada, Australia or New Zealand?*

If Yes, which Country/Countries do you receive income from? (Write in all that apply)

Are you a US citizen?*

Yes No

Are you resident for tax purposes in any country or territory other than the United Kingdom?*

Yes No

If you have ticked "YES" to either of the last 2 questions please provide the following - without these you will not be able to open account.

Country

Tax Identification Number

(If you do not enter a TIN, we will write to you asking for this information before we can accept your application.)

1.	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>

4. Donor's Capacity - Please give a reason why a representative is required to operate this account*

5. Correspondence

Please advise which address is to be used for correspondence (please select one): Representative 1 Representative 2

6. Please provide the following information:

Amount of initial/lump sum deposit (as applicable)* £ p (min £500 for bonds, £1 for all others)

Method of payment*
(Please tick one box)

Transfer from an eligible Post Office® savings account
(Also fill in sort code and account number below)

Personal cheque from Donor's bank account
(Also fill in sort code and account number below)

Cheque drawn by a financial institution
(Also fill in sort code and account number below)

Direct Debit transfer
(Also fill in section 7 below)

Cheque details Sort code Account no.

Transfer from an eligible Post Office® savings account Account name Account no.

7. Nominated Account/Direct Debit Details (mandatory)* - Please note that the nominated account must be in the Donor's name only.

Account holder's name Bank sort code

Bank name Bank account no.

We use a Direct Debit to establish an electronic link between the Donor's nominated account and the online savings account. This link is subject to the Direct Debit Guarantee below.

The Direct Debit Guarantee

- 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 the Bank of Ireland UK will notify you in advance of your account being debited or as otherwise agreed. If you request the Bank of Ireland UK 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, the Bank of Ireland UK 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 the Bank of Ireland UK 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.

8. Declaration and Your Signature

Before signing and applying for this product, please ensure you have reviewed the Terms and Conditions, which includes the FSCS Deposit Information Sheet and the Summary Box.

Your data: Full details about how your information will be used by Post Office Limited (Post Office) and Bank of Ireland (UK) plc (Bank of Ireland) can be found in the Post Office Privacy Policy and Bank of Ireland Privacy Notice which explain, for example:

- The types of personal information collected
- How your personal information is used
- Who your personal information is shared with
- Your personal information rights

You will find the summarised Post Office Privacy Policy at www.postoffice.co.uk/privacy. Bank of Ireland's Privacy Notice can be found at <https://www.bankofirelanduk.com/po-notice>. In order to process your application we will supply your personal information to credit reference agencies (CRAs) and they will give us information about you. We do this to check your identity and prevent criminal activity. If you take banking services from us we may also make periodic searches at CRAs to manage your account with us. CRAs will share your information with other organisations. Your data will also be linked to the data of your spouse, any joint applicants or other financial associates. The identities of the CRAs, and the ways in which they use and share personal information, are explained in more detail in the Bank of Ireland (UK) plc Privacy Notice <https://www.bankofirelanduk.com/po-notice>. The personal information we have collected from you will be shared with fraud prevention agencies who will use it to prevent fraud and money-laundering and to verify your identity. If fraud is detected, you could be refused certain services, finance or employment. Further details of how your information will be used by us and these fraud prevention agencies, and your data protection rights, can be found in the Bank of Ireland (UK) plc Privacy Notice <https://www.bankofirelanduk.com/po-notice>.

Keep in touch so you don't miss out

Marketing preferences apply to the donor only.

We wouldn't want you to miss out on offers, exclusive deals and the latest information on products and services that are available to you from across Post Office Limited and its subsidiaries. Our partner, Bank of Ireland (UK) plc would also like your consent to tell you about similar financial products and associated services provided through our partnership, for example, offers of new rates or additional credit where relevant.

Our Privacy Policies inform you about how we use your personal details for marketing and what to do if you change your mind. Please read our Privacy Policies which can be found at postoffice.co.uk/privacy and bankofirelanduk.com/po-notice

Keep in touch so you don't miss out and please tick the boxes below to indicate how you'd prefer to receive these offers and we'll do the rest.

Post Email Text Phone

Please note that if you have any other Post Office or Post Office/Bank of Ireland UK plc products and have provided a different preference to those provided above, please allow for a short period of time for your latest preference(s) to apply.

(For joint investments both investors must sign.) Please read all the information you have been given. If you have any questions or you need more information, you should ask us before signing this agreement.

I/We confirm the information provided by me/us is true and accurate to the best of my/our knowledge and belief.

I/We confirm receipt of the Depositor Information Sheet.

Representative 1

Date

Representative 2

Date

What to do next

Return the completed application form with a cheque for the initial deposit made payable to the Donor's name (if applicable), to Freepost Post Office Savings, plus the legal document appointing you as a Representative. This should be the original copy or a certified original copy.

Post Office Money Savings Accounts are provided by Bank of Ireland (UK) plc which is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Registered in England & Wales (No. 7022885), Bow Bells House, 1 Bread Street, London, EC4M 9BE. Post Office Limited is registered in England and Wales. Registered No: 2154540. Registered office: 20 Finsbury Street, London, EC2Y 9AQ. Post Office and the Post Office Money logo are registered trademarks of Post Office Limited.

9. Useful guidance notes

We want to make the process of acting on behalf of someone else as simple as possible. These guidance notes are designed to help you, but please contact us if you need further help. As you'd expect we can only give information on our processes and cannot provide advice.

What is needed to Open/Operate an Account as a Power of Attorney:

- This registration form
- Identification for all parties (Donor and Attorneys) – please note we'll always try and electronically identify people using Credit Reference Agencies. If we are unable to do this we'll write to you asking for suitable ID&V
- An original or certified copy of the relevant Power of Attorney/authority document before the Account can be opened/operated we'll need to have received acceptable documents and identification.

England & Wales

Lasting Power of Attorney – This document will need to be registered with the Office of Public Guardian before it can be used. Once registered please send to: Freepost Post Office Savings along with this registration form.

Enduring Power of Attorney – Please send to: Freepost Post Office Savings along with this registration form.

If the Donor no longer has mental capacity to manage their own affairs we would remind you that it is the responsibility of the Attorneys to register the Power of Attorney with the Office of Public Guardian before attempting to act on behalf of the Donor. If there is any doubt about whether the Donor has sufficient mental capacity you should seek the advice of a medical professional.

Scotland

Continuing Power of Attorney – This document will need to be registered with the Office of Public Guardian before it can be used. Once registered please send to: Freepost Post Office Savings along with this registration form.

Combined Power of Attorney – this document combines Continuing Power of Attorney with the authority for the Attorney to make decisions about the Donor's welfare. This document will need to be registered with the Office of Public Guardian before it can be used. Once registered please send to: Freepost Post Office Savings along with this registration form.

Northern Ireland

Enduring Power of Attorney – Please send to: Freepost Post Office Savings along with this registration form.

If the Donor no longer has mental capacity to manage their own affairs we would remind you that it is responsibility of the Attorneys to register the Enduring Power of Attorney with the Office of Care and Protection before attempting to act on behalf of the Donor. If there is any doubt about whether the Donor has sufficient mental capacity you should seek the advice of a medical professional.

Further information

Please note – other forms of authority are available. If you are intending to act under authority of a document that is not referred to above, please complete this form, provide identification and a certified copy of the relevant document and we'll contact you if we need any further information.

Further information about Power of Attorney and your responsibilities can be found at:

England & Wales – www.gov.uk/power-of-attorney/overview

www.gov.uk/government/organisations/office-of-the-public-guardian

Scotland – www.publicguardian-scotland.gov.uk/power-of-attorney

Northern Ireland – www.courtsni.gov.uk/en-GB/Services/OCP/Pages/default.aspx

www.nidirect.gov.uk/articles/managing-your-affairs-and-enduring-power-attorney