

## Account Application

Please complete in BLOCK CAPITALS in ink.

### I wish to join Community Savings

Account Number:

--	--	--	--	--	--	--	--	--	--

Surname:

First Names:

(Mr/Mrs/Miss/Ms/Other):

Maiden Name:  
*(if applicable)*

Former Name(s):  
*(if changed by deed poll)*

Date of Birth:

Place of Birth:

Nationality:

Marital Status:

Mother's Maiden Name:  
*(for security purposes)*

Occupation:

Home Address:

Postcode:

How long at this address?

How long resident in Jersey?

Home Telephone:

Mobile Telephone:

Email:

Name and Address of Employer:

Purpose of Account:

Where did you hear of Community Savings:

Are you an undischarged bankrupt? *(please tick)*  Yes  No      Where?:  Jersey  UK

## Application Checklist

### Opening your account with us

We aim to make the account opening process as simple as possible but you will appreciate that we are required to gather relevant information from you to satisfy our regulatory obligations and to ensure that we are able to best serve your needs. A member of our team is there to support you in making your application at every stage.

- Fill in the application form
- Compile the relevant identification documents
- Deliver your application form and certified copies of your identification documents to us
- Provide an opening deposit of £10
- Applications must be made in person. Please make an appointment either at our counter or by telephone with one of our team who will review your application
- Please note that Community Savings is unable to process direct debits

### Proof of Identity

Anti-money laundering legislation means we have to ask you for proof of identity and address. *Whilst we will attempt to be as flexible as possible, to enable us to open your account we will need to satisfy ourselves that we have complied with what is expected of us by the authorities.*

We usually require an original certified copy of suitable photographic identification and a certified copy or original of a document which verifies your current residential address.

### Acceptable forms of photographic ID

- Current valid Passport
- Current valid Photographic Driving Licence
- Current valid National ID Card

The document should show your name, signature, ID number, nationality, date of birth, date and place of issue and expiry date. If you are unable to provide any of the preferred forms of identification, please talk to one of our team.

### Acceptable forms of address verification

- Utility Bill for a fixed service i.e. Gas, Electricity or Telephone (*but not a mobile phone account*)
- Bank statement
- Tenancy contract or agreement, e.g. Andium Homes
- Government-issued correspondence, e.g. CLS address confirmation

On occasion, we may request additional documentation/information to satisfy our needs.

Original documents will be required, but if copies are provided they will need to be certified as copies of the original by a suitable certifier.

### Suitable certifiers acceptable to us

- Official of Community Savings Ltd
- Judiciary member, Senior Civil Servant, Serving Police, Prison, or Customs Officer
- Embassy, Consulate or High Commission Official
- Lawyer, Notary Public, Actuary, Company Secretary or Accountant
- Director, Manager or Company Secretary with a financial role within a regulated business

## Supplementary Information

The purpose of the Supplementary Information section is to capture additional information about our customers. There are several reasons why this is necessary. They include a regulatory requirement for Community Savings to fully understand the purpose of the account and the use to which it will be put. Having a thorough understanding of our customers circumstances and the way in which they use their account may also help us prevent and detect unauthorised usage so it is in your best interests to tell us as much as you can about how you intend to operate this account.

If you have more than one nationality, please give us the details of your additional nationality(ies).


Please confirm your housing situation, for example, homeowner, living in private rented accommodation, sheltered accommodation, living with parents, etc.


Income Tax Reference Number / TIN:	
------------------------------------	--

If you have lived at your address for less than six months, please provide us with details of your previous address.


### 1. Other Bank Accounts

If you have accounts with other banks, it is important we understand why you want to have a separate account(s) with Community Savings. Please provide us with details of any other accounts you have and the reasons for wanting an account with us.


## 2. Usage of your Community Savings Account(s)

It is important we understand how you will use your account(s) with Community Savings. This is for your benefit as well as ours as it may help us prevent unauthorised usage of your account. It will also enable us to adapt our services to best meet your needs. This means we need to know information such as:

- Where your money is coming from? This is known as your source of funds
- How often you expect to use your account?
- Regular payments you expect to make from your account

### Source of Funds

Please give details of where your money comes from. Examples could include:

- Wages or salary
- Benefits (such as Income Support)
- Pensions
- Maintenance payments you receive
- Income from property
- Interest or investment income

We may ask you to provide us with some evidence as to where your money comes from.

Source (where the money is coming from)	Regular Amount £	How often (weekly, monthly)	How paid (cash, transfer)

### Using your Account

Please tell us about regular payments you expect to make from your account. This could include:

- Transfers to a card facility
- Mortgage or rental payments
- Utilities (water, electricity, gas)
- Living expenses (food)
- Loan repayments
- Savings

We may ask you to provide us with some evidence to support the payments you want to make.

Regular Payments (where the money is going to)	Regular Amount £	How often (weekly, monthly)	How paid (cash, transfer)

Have you ever been refused a bank account?  Yes  No

If YES, do you know why and which bank(s) refused you?


Have you ever been convicted of a criminal offence (other than a conviction for speeding?)  Yes  No

If YES, please provide us with the details:


**DECLARATION**

By signing below, I confirm that the details supplied above are true and complete. I agree to abide by the terms and conditions of this Association, and Community Savings Ltd and to save at least £1.00 per week or £5.00 per month.

Signature:

--

Date:

--

## Your Consent

I understand that under Data Protection (Jersey) Law 2018 (the "law"), my consent may be required for Community Savings Ltd ("CS") to process personal data that it may have in its possession concerning me (including disclosure to third parties).

CS will use the information provided within my 'Account Application' to assess my application, open and manage my account(s) with CS including the processing of any information relating to me, either contained in the 'Account Application' form or any other forms of application (e.g. loan application) and for CS to comply with legal and regulatory obligations. CS will require physical forms of identification.

## Marketing

From time to time, CS may use my details to inform me of services, products, newsletters, surveys, competitions and promotional offers available from CS and carefully selected third parties which may be of interest to me (CS do not give details directly to third parties).

The use of my details for marketing purposes will depend on the preferences that I express below (please tick):

**Opt-in** (marketing by telephone, mail, email or text message) I consent to CS informing me of services, products, newsletters, surveys, competitions and promotional offers that may be of interest to me, available from CS and carefully selected third parties by telephone, mail, email or text messages.

You can unsubscribe at any point by contacting us.

**Opt-Out** I do not want CS to inform me (by telephone, mail, email or text message) of services, products, newsletters, surveys, competitions and promotional offers that are available from CS and carefully selected third parties.

For more information about why and what data we hold please see the Privacy Policy on our website.

Please note that you have the right to access personal data held about you by CS and to correct any inaccuracies in such data.

## DECLARATION

I understand that the personal information provided on my 'Account Application' form, and other information collected and held by CS, may be stored on paper or electronically. I understand that all information is treated confidentially and held securely in accordance with our obligations under Data Protection law.

Signature:

Date: