



Bank of St. Helena Ltd.

www.sainthelenabank.com

FIXED SAVER ACCOUNT

APPLICATION FORM

JOINT



@sainthelenabank



Bank of St Helena Ltd

Head Office: Market Street · Jamestown · St Helena Island · STHL 1ZZ

T. +290 22390 · F. +290 22553 · email. info@sainthelenabank.com · web www.sainthelenabank.com

Established and regulated in St Helena under the Financial Services Ordinance, 2008 and 2017, the Financial Services Regulations, 2017, the Company Ordinance, 2004 and the Company Regulations, 2004



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BEFORE YOU APPLY

Terms and Conditions

Customers applying for a Bank of St Helena Ltd Account MUST agree to and meet, where required, the relevant Terms and Conditions of the Account and all Services utilised in the operation of the Account.

Supporting documentation

When you apply for a Bank of St Helena Account, the Bank is required to verify your identity and residential address. Applicants are therefore required to provide supporting documentation as proof. Please refer to sections 1.6 and 2.6 for full details of supporting documentation requirements.

About the Bank of St Helena Fixed Saver Accounts

Bank of St Helena Fixed Saver Accounts are available to individuals (including joint account holders), Minors, Business', organisations and registered charities. The Term runs from 01 July to 30 June. Deposits may be made to the account at any time however only one cash withdrawal or payment transaction may be made on the account during the term. Annual interest of 1% is accumulated on Fixed Saver Accounts (rates subject to change).

Completing the Savings Account Opening Form

Please be advised this Application can be completed and submitted online.

For assistance with an Account Openings please contact the Customer Service Department. Completed application forms should be returned, via any Bank of St Helena Branch, to the Customer Service Department, Bank of St Helena, Market Street, Jamestown, St Helena Island.

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SECTION 1: ACCOUNT HOLDER DETAILS

1.1. PERSONAL DETAILS								
Title:								
First Name:								
Middle Name:								
Last Name:								
Gender:								
Date of Birth:								
Marital Status: (please tick)	Single	☐	Married	☐	Divorce	☐	Widowed	☐
Nationality*:								
Please detail any Dual Nationality*:								

1.2. PRIMARY ADDRESS*	
House Name and/or Number	
Address Line 1	
Address Line 2	
Address Line 3	
Post Code	
Country	

1.3. DETAILS OF ANY PREVIOUS ADDRESS WITHIN THE LAST 6 MONTHS*	
House Name and/or Number	
Address Line 1	
Address Line 2	
Address Line 3	
Post Code	
Country	

*US Residents and Citizens will be required to complete section 1.8

1.4. COMMUNICATION (PLEASE COMPLETE ALL FIELDS THAT ARE APPLICABLE)			
Contact Name: (name of the individual to receive bank communications, if different to the account holder listed in section 1.1. customers should note third party individuals receiving account information or documentation must be authorised to do so)			
Telephone	Home:	Work:	Mobile:
Email:			
Communications Preference - Please select your preferred form of contact from the Bank*:			
Telephone	☐	Mobile	☐
Email*	☐		

1.5. EMPLOYMENT AND INCOME DETAILS

Employed	☐	Unemployed	☐
Self-Employed	☐	Other (please specify)	

Employer Name:			
If Contracted, please detail length of Contract and end date:			
Address Line 1:			
Address Line 2:			
Address Line 3:			
Post Code:			
Country:			
Job Title			
Salary (please tick if appropriate)	☐	Pension: (please tick if appropriate)	☐
Any other Source of Income (please tick if appropriate)			☐
Are you classified as a Politically Exposed Person?*	Yes ☐	No ☐	☐

*A Politically Exposed Person (PEP) is someone who has been entrusted with a prominent function to a high-profile position either in a full-time role (e.g. Chief Secretary) or in a part-time capacity (e.g. Board Director).

Bank of St Helena keeps a record of PEP's who have accounts with the Bank to ensure compliance with Anti-Money Laundering and PEP Policy.

1.6. SUPPORTING DOCUMENTATION
Proof of identification

Individuals holding St Helenian Status are required to provide a valid certified Passport* or a copy of their birth certificate and verification of current and past postal address (if applicable).

Individuals without St Helenian Status will be required to provide a current certified Passport* for photo identification, verification of current and past postal address (if applicable) and proof of long term stay on either St Helena or Ascension Island e.g. Letter of Employment, Contract, etc.

Please note where an applicant's name differs to that shown on a Birth Certificate or Valid Passport, proof of name change must be provided. E.g. Marriage Certificate or Gazette Publication. (PLEASE INDICATE BELOW WHICH DOCUMENTATION HAS BEEN PROVIDED)

Proof of identity (Applicable for all Account Holders)	
Birth Certificate	☐
Valid Certified Passport*	☐
Other e.g. Marriage Certificate (PLEASE SPECIFY)	

*Passport copies may be certified by a Banking Official, Immigration Official, Chief of Police, Chartered Accountant, Public Solicitor, Attorney General, Justice of the Peace, Registrar and Deputy Registrar of Births, Marriages and Deaths. These copies must include an official stamp.



Confirmation of address (All Account opening customers)	
Utility bill (for current and past address)	☐
Tax bill	☐
Other (PLEASE SPECIFY:)	☐

Proof of Long Term Stay (for Non-St Helenian residents only)	
Letter of Employment (for contracted, non-St Helenian employees)	☐
Letter of Introduction (for partners of St Helenians and partners/spouses of contracted, non-St Helenians)	☐

1.7. OTHER BANK ACCOUNTS

Please List Other Accounts (if any now or previously held) with Bank of St Helena Ltd held individually, jointly or for a Minor.

Please tick to indicate other accounts on which you would like card services. Should customers wish to have Cards associated with any of these accounts, please note that a one-off fee, per card associated account, will apply.

Account Name	Account Number	Card Account (✓)

1.8. US TAX INFORMATION (FOR US RESIDENTS AND CITIZENS ONLY)

US Resident Classification	US Citizen ☐	Green Card Holder ☐	US Passport Holder ☐
Tax Identification Number (TIN)			
I hereby certify that	I am ☐	I am not ☐	a citizen of the United States for tax purposes
	I do ☐	I do not ☐	own real estate in USA
Signed			

SECTION 2: ACCOUNT HOLDER 2 DETAILS

2.1. PERSONAL DETAILS								
Title:								
First Name:								
Middle Name:								
Last Name:								
Gender:								
Date of Birth:								
Marital Status: (please tick)	Single	☐	Married	☐	Divorce	☐	Widowed	☐
Nationality*:								
Please detail any Dual Nationality*:								
2.2. PRIMARY ADDRESS*								
House Name and/or Number								
Address Line 1								
Address Line 2								
Address Line 3								
Post Code								
Country								

2.3. DETAILS OF ANY PREVIOUS ADDRESS WITHIN THE LAST 6 MONTHS*	
House Name and/or Number	
Address Line 1	
Address Line 2	
Address Line 3	
Post Code	
Country	

*US Residents and Citizens will be required to complete section 2.8.

2.4. COMMUNICATION (PLEASE COMPLETE ALL FIELDS THAT ARE APPLICABLE)			
Contact Name: (name of the individual to receive bank communications, if different to the account holder listed in section 2.1.. customers should note third party individuals receiving account information or documentation must be authorised to do so)			
Telephone	Home:	Work:	Mobile:
Email:			
Communications Preference - Please select your preferred form of contact from the Bank*:			
Telephone	☐	Mobile	☐
Email*	☐		

2.5. EMPLOYMENT AND INCOME DETAILS

Employed	☐	Unemployed	☐
Self-Employed	☐	Other (please specify)	

Employer Name:			
If Contracted, please detail length of Contract and end date:			
Address Line 1:			
Address Line 2:			
Address Line 3:			
Post Code:			
Country:			
Job Title			
Salary (please tick if appropriate)	☐	Pension: (please tick if appropriate)	☐
Any other Source of Income (please tick if appropriate)			☐
Are you classified as a Politically Exposed Person?*	Yes ☐	No ☐	

**A Politically Exposed Person (PEP) is someone who has been entrusted with a prominent function to a high-profile position either in a full-time role (e.g. Chief Secretary) or in a part-time capacity (e.g. Board Director). Bank of St Helena keeps a record of PEP's who have accounts with the Bank to ensure compliance with Anti-Money Laundering and PEP Policy.*

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Proof of identification
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Proof of identity (Applicable for all Account Holders)	
Birth Certificate	☐
Valid Certified Passport*	☐
Other e.g. Marriage Certificate <i>(PLEASE SPECIFY)</i>	☐

**Passport copies may be certified by a Banking Official, Immigration Official, Chief of Police, Chartered Accountant, Public Solicitor, Attorney General, Justice of the Peace, Registrar and Deputy Registrar of Births, Marriages and Deaths. These copies must include an official stamp.*

Confirmation of address (All Account opening customers)	
Utility bill (for current and past address)	
Tax bill	
Other (PLEASE SPECIFY)	

Proof of Long Term Stay (for Non-St Helenian residents only)	
Letter of Employment (for contracted, non-St Helenian employees)	
Letter of Introduction (for partners of St Helenians and partners/spouses of contracted, non-St Helenians)	

2.7. OTHER BANK ACCOUNTS		
Please List Other Accounts (if any now or previously held) with Bank of St Helena Ltd held individually, jointly or for a Minor. <i>Please tick to indicate other accounts on which you would like card services. Should customers wish to have Cards associated with any of these accounts, please note that a one-off fee, per card associated account, will apply.</i>		
Account Name	Account Number	Card Account (✓)

2.8. US TAX INFORMATION (FOR US RESIDENTS AND CITIZENS ONLY)						
US Resident Classification	US Citizen	☐	Green Card Holder	☐	US Passport Holder	☐
Tax Identification Number (TIN)						
I hereby certify that	I am	☐	I am not	☐	a citizen of the United States for tax purposes	
	I do	☐	I do not	☐	own real estate in USA	
Signed						

SECTION 3: ACCOUNT FEATURES

EXPECTED LEVEL OF CREDIT	
Please specify the anticipated amount to be deposited at any one time into the savings account e.g. £20 per month.	
Average credit amount:	

SOURCE OF WEALTH

Please specify your Source of Wealth? E.g. Sale of Assets, Loans, Inheritance

Savings Customers can view their balance and print and download their statements using Online Banking. If you are already an Online Banking Customer you can add your Fixed Saver to your portal, but will not be able to transfer from the account. If you do not wish to proceed with Online Banking, please complete the Statement section.

ONLINE BANKING

Customers with Online Banking:

Include this new account in our existing Online Banking (please tick) ☐

Customers without Online Banking – please complete the Account Features Application

Customers with Online Banking will not receive printed statements.

REGULAR STATEMENTS

(BY TICKING AN OPTION BELOW, YOU INDICATE THAT YOU WISH TO RECEIVE A REGULAR STATEMENT ON YOUR FIXED SAVER ACCOUNT, AND DO NOT HAVE ONLINE BANKING)

Bank Statements will primarily be distributed using the address you have provided in Section 1. Please tick one of the following:

Frequency	Monthly	☐	Quarterly	☐	Annually	☐
• Issued by post						☐
• Collection from a Bank of St Helena Branch						☐

Customers will not receive a statement if this section is incomplete.

SECTION 4: ACCOUNT AUTHORISATION
INSTRUCTIONS

Please indicate below if Instructions should be authorised by:

Either account holder (only one signature required); or ☐

Both account holders (both signatures required) ☐

SECTION 5: DECLARATION

We hereby confirm that:	
1. The above details are correct and complete;	
2. We will have read and accepted all applicable Terms & Conditions for this Account, and will operate the Account in accordance with these Terms & Conditions as set by Bank of St Helena Ltd.	
3. We understand and agree that should I opt for the Bank of St Helena Ltd.'s Online Banking Service that I have read and accept the applicable Terms & Conditions for Online Banking and any subsequent products or services, and will operate the Online Banking Account in accordance with these Terms & Conditions as set by Bank of St Helena Ltd.	
4. We will promptly notify the Bank of any changes in the above details.	
5. We are not operating this account for anyone else other than the applicant.	
Applicant One	
Full Name:	
Date:	
Signature:	
Applicant Two	
Full Name:	
Date:	
Signature:	

SECTION 6: BANK USE ONLY

Application received by:	
Date:	
Signature:	

MEASURES TO PREVENT CRIMINAL ACTIVITY: Bank of St. Helena Ltd reserves the right to conduct business in a manner which allows it to meet local and international obligations with regard to the prevention of criminal activities, including money laundering. Therefore, please note that: you may be asked to explain, and provide evidence to support that explanation, any transaction you request the bank to conduct on your behalf, or any transaction the bank has conducted on your behalf; the bank may decline to conduct a transaction on your behalf, without giving a reason; and the bank may be required to report any transaction you request it to conduct, whether or not it has agreed to conduct it, to the appropriate authorities, as required in the applicable legislation. The bank will attempt to minimise the impact of these requirements on its conduct of your transactions, and requests your cooperation in the operation of these procedures.