

# Business On Line Application Pack for Existing Customers

for completion by Sole Traders

A Sole Trader is an individual operating independently. It is an unincorporated business owned and run by one individual with no distinction between the business and the owner.



**Bank of  
Ireland**



## FOR BANK USE ONLY

### APPLICATION VERIFIED

Signed  (Authorised Official) Sig No.  Date //

### CUSTOMER RELATIONSHIP MANAGER

Name  (BLOCK CAPITALS) Email

Telephone  BSUP (applicable) Yes  No

If Yes, Commencement Date // Finish Date //

Confirm that account numbers supplied in Section 3 relate to the legal entity named in the agreement   
Section 1 of the legal agreement signed in accordance with the latest account mandate?

Branch Brand

## 1. Application, Indemnity & Acknowledgements

Customer name   
Address

(Hereinafter called the "Customer") wishes to access the Services hereinafter more particularly identified and in connection with the use of the Services the Customer is issuing to the Governor and Company of the Bank of Ireland (the "Bank") this Application.

A Bank of Ireland Business On Line Agreement ("Agreement") comprising the following:

- (a) Application, Indemnity and Acknowledgements;
- (b) Account Details Form;
- (c) Conditions of Use<sup>1</sup>

is to be entered into between the Customer and The Governor and Company of the Bank of Ireland ("Bank") in relation to certain electronic banking services (the "Services") being provided to the Customer by the Bank through the Internet or such other communications networks as may be authorised by the Bank from time to time in connection with the Services or any of them.

### By execution of this Application, Indemnity and Acknowledgements, the Customer:

- (a) indemnifies and agrees to keep indemnified the Bank against all claims, demands, liabilities, losses, costs (including legal fees on a full indemnity basis), actions, proceedings, charges and expenses whatsoever and howsoever arising which the Bank may incur or suffer by reason of providing the Services to the Customer and including but not limited to:
  - (i) the Bank acting on any instructions received through the Services;
  - (ii) any breach by the Customer of this Application, Indemnity and Acknowledgements or of the Conditions of Use;
  - (iii) any errors contained in any instructions submitted by the Customer;
  - (iv) any unauthorised borrowings arising by reason of the operation of the Services by the Customer and authorises the Bank to debit any account(s) in the name of the Customer with any sums payable by the Customer under this indemnity, provided always, however, that the Customer shall not incur any liability for any such claims, demands, liabilities, losses, costs, actions, charges and expenses as are referred to in this paragraph where they arise out of any fraud or negligence duly proved on the part of the Bank or its employees. For the avoidance of doubt this indemnification shall also apply to any further electronic banking services provided by the Bank to the Customer which the Customer applies for (by application of the Administrators or otherwise) subsequent to the date of this Application, Indemnity and Acknowledgements (including but not limited to the provision of Electronic Funds Transmission Service).

If you wish to receive an update on the status of your application via text, please provide your mobile phone number here ;

<sup>1</sup> Available at bankofireland.com or in paper format from your branch or account manager.

## 1. Application, Indemnity & Acknowledgements (continued)

(b) hereby confirms to and for the benefit of the Bank that the Administrators may, (not withstanding the terms of any mandates already provided by such Customer to the Bank in respect of the operation of its accounts) at any time and from time to time by letter in writing to the Bank, amend the provisions of any mandate given by the Customer to the Bank in respect of any Originating Account:

- (i) by the deletion of certain account(s);
- (ii) by the addition of certain account(s); or
- (iii) by the addition and deletion of certain account(s).

(c) acknowledges and agrees that if the Customer has an expressly agreed overdraft facility, that the Services shall be operated at all times within such facility. The Customer further acknowledges and agrees that any implied limit (if any) on any account of the Customer will not under any circumstances be recognised or taken into account in connection with the operation of the Services.

(d) hereby appoints the following person(s) as Administrator(s) for the Customer (herein together referred to as the "Administrator" as defined in the Conditions of Use).

*Please note - if you appoint two Administrators, both will need to enter their security credentials to access Administrator functions. We therefore recommend that they are co-located and likely to be available at the same time.*

Administrator 1

(BLOCK CAPITALS)  
(required to sign in sections 2 & 3)

Administrator 2  
(if applicable)

(BLOCK CAPITALS)  
(required to sign in sections 2 & 3)

(e) confirms that – unless the Bank has told it differently, the Customer understands that provision of personal details by the Customer to the Bank for the purposes of this Application, Indemnity and Acknowledgments is a contractual requirement and/or necessary for the Bank to comply with its legal obligations. The Customer also acknowledges that the Customer has read Bank of Ireland's Data Privacy Summary provided with this Application, Indemnity and Acknowledgments. More detailed information is available in the full Bank of Ireland Data Privacy Notice which is available on request or at [bankofireland.com/privacy](http://bankofireland.com/privacy). This notice is a guide to how the Bank of Ireland Group processes personal data. Where the Customer has provided personal data relating to other individuals it confirms that it has informed those individuals that their personal data will be provided to the Bank and used by the Bank in accordance with the Bank's Data Privacy Notice.

The Customer has read and agreed to be bound by this Application, Indemnity and Acknowledgments and all of its Terms and the Conditions of Use which may be amended from time to time at the Bank's discretion. The Customer acknowledges that the Bank shall not accept any amendments, variations, replacements or substitutions to this Application, Indemnity and Acknowledgments or the Conditions of Use. Words and phrases not specifically defined in this Application, Indemnity and Acknowledgments shall have the same meaning as in the Conditions of Use when used in this Application, Indemnity and Acknowledgments.

This Application, Indemnity and Acknowledgments dated

the   day of  in the year .

## Authorisations

### Data Protection

Please note that if you are an existing Bank of Ireland Group customer we will continue to respect your marketing preferences with us. If for any reason you do not want to be contacted for marketing purposes by us please contact us on 01 688 3674.

If you are not already a Bank of Ireland Group customer we will not contact you for marketing purposes unless you tell us you would like to be contacted. You can let us know this by contacting us on 01 688 3674 .

Customer

 Sign here

(BLOCK CAPITALS)

## 2. Account Details Form

This section is to be completed by an Administrator. All fields, with the exception of fax number are mandatory.

Customer Name	<input type="text"/>				
Address <sup>2</sup>	<input type="text"/>				
	<input type="text"/>				
Company Email Address <sup>3</sup>	<input type="text"/>				
Telephone	<input type="text"/>	Fax	<input type="text"/>		
Customer Administrator 1 (as specified in point D of section 1)	<input type="text"/>			(Block Capitals)	
Customer Administrator 2 (if applicable, as specified in point D of section 1)	<input type="text"/>			(Block Capitals)	
Bank Contact Name/Relationship Manager	<input type="text"/>				
Principal Branch Name	<input type="text"/>	Principal Branch NSC	<input type="text"/>	<input type="text"/>	<input type="text"/>

### Primary contact - please specify the mobile number of one of the Administrators below

Administrator Mobile Phone Country Prefix (please tick appropriate) +353  +44  +1  other

Administrator Mobile Phone Number

This number will be used when;

- (1) An Administrator requires an activation code to begin the set up of their security credentials and;
- (2) To notify the Administrator of important service communications which shall include but not be limited to information on service changes, security, service disruption/outages, confirmation on amendments on BOL and application status.

### Daily Payment Control Limit

Daily Payment Control Limit

Your Daily Payment Control Limit is the maximum amount you can send to third parties on Business On Line in one day. It is an important control measure and you should set it to an appropriate figure for your payment requirements.

<sup>2</sup> If your address changes you must complete an Amendment form available at [boi.com/bolamendmentform](http://boi.com/bolamendmentform).

<sup>3</sup> The Company email address will be used to advise of changes to your Business On Line services or your Agreement with us.



### 3. Confidential Administrator Details

Administrator 1 must complete the information below. Information on this form is confidential and we recommend that you separate it along the scissor line and return this in a concealed way along with your Legal Agreement.

All details with the exception of the fax number are mandatory and must be completed.

#### Administrator 1 Details (as specified in point D of section 1)

Company Name

Administrator Name

Title  Administrator email address

Work Mobile Number  Fax

I hereby confirm for your purpose the following information, which the Bank will use for identification purposes in dealing with me in my role as Administrator.

Date of Birth  /  /

Middle Name


Work Phone Number

Mother's Maiden Name

Home Address Post Code

Administrator Signature

Date  /  /

 Sign here



### 3. Confidential Administrator Details

If applicable, Administrator 2 must complete the information below. Information on this form is confidential and we recommend that you separate it along the scissor line and return this in a concealed way along with your Legal Agreement.

All details with the exception of the fax number are mandatory and must be completed.

#### Administrator 2 Details (if applicable, as specified in point D of section 1)

Company Name

Administrator Name

Title  Administrator email address

Work Mobile Number  Fax

I hereby confirm for your purpose the following information, which the Bank will use for identification purposes in dealing with me in my role as Administrator.

Date of Birth  /  /

Middle Name


Work Phone Number

Mother's Maiden Name

Home Address Post Code

Administrator Signature

Date  /  /

 Sign here