



14-18 Cophall Avenue, London EC2R 7BN  
Telephone: +44 (0) 20 7920 6100 Facsimile: +44 (0) 20 7638 7642  
[www.unionbankuk.com](http://www.unionbankuk.com)

## **Application to open a Personal Account**

## Application for a Current Account

**PLEASE COMPLETE IN BLOCK CAPITALS USING BLACK INK – NOTE THAT YOU ARE REQUIRED TO COMPLETE ALL SECTIONS OF THE APPLICATION FORM**

Are you UK resident? Yes  No

### Your Personal Details

Title: Mr  Mrs  Miss  Ms  Other (Please specify) \_\_\_\_\_

First Name(s): \_\_\_\_\_

Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of birth: \_\_\_\_\_

Gender: Male  Female  Country of nationality : \_\_\_\_\_ Passport no: \_\_\_\_\_

Marital status: Married  Single  Divorced  Separated  Widowed

No. of dependent children: \_\_\_\_\_ Mother's Maiden Name: \_\_\_\_\_

### Your Contact Details

Home phone number: \_\_\_\_\_ Work Number: \_\_\_\_\_

Mobile phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Residential Address: (P.O. Box is not acceptable) \_\_\_\_\_

\_\_\_\_\_  
Postcode \_\_\_\_\_

Date moved to address: \_\_\_\_\_

Residential status: Owned outright  Owned mortgaged  Rented  Other

Who do you live with? Parents  Alone  Partner/Spouse  Sharing/Other

Previous Address: (if less than 3 years at the current address) \_\_\_\_\_

\_\_\_\_\_  
Postcode \_\_\_\_\_

Mailing address: (if different from residential) \_\_\_\_\_

\_\_\_\_\_  
Postcode \_\_\_\_\_

### Your Work & Finances

Employment status: Employed Full-time  Employed Part-time  Unemployed  Retired

Self-employed  Student  Not employed

Employer's name or business activity if self employed: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

If retired, please specify previous occupation: \_\_\_\_\_

Employment start date (or become self employed): \_\_\_\_\_

When are you paid? Monthly  Weekly  Other  please specify \_\_\_\_\_

Annual gross income: \_\_\_\_\_

Any other income i.e. investment, shares, bonds, rentals etc. please specify \_\_\_\_\_

How do you receive your income? Cash  Cheque  Direct credit

Will your income be paid into your UBUK account? Yes  No

## Intended Account Activity & Additional Information

Please indicate what is the main reason to open an account with Union Bank UK plc: \_\_\_\_\_

\_\_\_\_\_

Anticipated annual turnover: £\_\_\_\_\_ Anticipated no. of transaction per month: £\_\_\_\_\_

Anticipated max. amount per transaction: £\_\_\_\_\_ Your source of funds \_\_\_\_\_

Which country/countries do these originate from \_\_\_\_\_

Details of debits and credits expected: \_\_\_\_\_

\_\_\_\_\_

Are you currently bankrupt or subject to an Individual Voluntary Arrangement? Yes  No

Do you have County Court Judgement (CCJ) registered against you? Yes  No

## Services Required

**Cheque Book** Yes  No  **Currency** GBP  USD  EUR  **Fixed deposit** Yes  No

**\*Internet Banking** Yes  No  **\*Cash plus Mastercard** Yes  No  **Savings** Yes  No

**\*Operate by fax instruction** Yes  No  **Statement:** Monthly  Quarterly  Annually

\*Name and address of personal bankers to whom the Bank may apply for a reference: \_\_\_\_\_

\_\_\_\_\_

\*(Please complete a separate reference authority)

## Existing account details

Do you currently hold Bank account(s) in UK? Yes  No  (if yes please specify)

Bank name and address: \_\_\_\_\_

\_\_\_\_\_ Account No \_\_\_\_\_ Sort code \_\_\_\_\_

Do you currently hold Bank account(s) in other countries? Yes  No  (if yes please specify)

Bank name and address: \_\_\_\_\_

\_\_\_\_\_ Account No \_\_\_\_\_ Date opened \_\_\_\_\_

## Customer Declaration

By applying to Union Bank UK plc, 14\_18 Copthall Avenue, London, EC2R 7BN, I confirm that the details given are true and complete and I shall keep you advised of any changes to these details when they occur. I authorise you to make credit reference, identity (including searching the Electoral Register), fraud and other enquiries.

I confirm that if my application is successful I will be subject to the Bank's standard terms and conditions for operating a personal account, a copy of which I have received.

I confirm that this application is being made on my behalf and not as a nominee, trustee or in a fiduciary capacity for any other person.

I also note that my telephone conversations with the Bank will be recorded.

In the interests of security, the Bank may use CCTV recording equipment in and around our premises. All recordings are our sole property.

The Bank is a Data Controller within the meaning of the Data Protection Act 1998. The Bank takes issues concerning data protection and confidentiality very seriously and in applying to open an account in this Branch you agree to the following:

- Information supplied on this form and which you otherwise obtain, may be held by you on paper, computer and/or in other electronic forms. Information may be kept after my account(s) are closed in order to comply with legal or business record requirements.
- Information held may be used for managing my account(s), for preventing or tackling fraud or any other illegal activity. It may also be used for the Bank's confidential research and analysis and for marketing purposes.
- I understand that you may provide my data to the UK Regulatory Authorities but only for their use in monitoring your compliance with the regulations. You will not disclose information to anyone else (other than your agents or third parties performing any of the above activities on your behalf) unless required to do so as stated in Clause 13 of the terms and conditions.
- I note that I have a right to a copy of the personal data held on me and to which I am entitled. I also agree to let you know if I think any information you hold about me is inaccurate, so that you can correct it. Information held by Union Bank UK plc or its successor may be obtained for a fee by writing to the Data Protection Officer, Union Bank UK plc, 14-18 Copthall Avenue, London EC2R 7BN.

We may use the address or any of the contact details supplied by you during this application or any supplied in the future to contact you for marketing purposes by post, telephone, secure e-message, mobile message or email. This will include keeping you informed about any special offer you may be entitled to or about products and services, which we think may be of interest to you.

Do you want us to contact you for marketing purposes? Yes  No

I confirm that I have read and accept the general terms and conditions regarding this account

**(Applicant)**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date \_\_\_\_\_



Union Bank UK plc  
14-18 Copthall Avenue  
London EC2R 7BN  
Tel: +44 (0)20 7920 6100

**Opening an Account and Identity Verification:  
Personal and Joint Accounts**

To open a personal or joint account with Union Bank UK plc you will need to bring the following documents with you when you come to meet a member of our Customer Services Team in London or at our Nigeria Representative Office.

**All Applicants:**

To verify your name, we will need to see the original of one of the following:

- Current international passport; or
- Photocard driving licence (UK and EU only)

You will also need to complete our standard Application Form and Specimen Signature Card and, if you wish to give us instructions by telephone or facsimile, the related Indemnity. The information requested in our Application Form is subject to UK data protection laws and is used by us solely for the purposes of your security and minimising the need to contact you concerning the operation of your account. Our staff will be pleased to assist you with this documentation and answer any queries you may have. They will also provide you with a Customer Number, which you may use in future correspondence with us, as well as a copy of our Terms & Conditions for the operation of your account as soon as it is opened.

*UK Residents holding another UK or EU Bank Account:*

If you are resident in the UK and you have a bank account with another UK or EU bank this is all we require to verify your identity, other than your authority to obtain a reference from a UK or EU bank with which you maintain an account.

*UK Residents without a UK or EU Bank Account:*

If you do not already have another UK or EU bank account, we will need to verify your address using one of the following documents showing your name and residential address:

- Recent (i.e. dated within 3 months) gas, electricity, water or phone (but not mobile) bill; or
- Photocard driving licence (acceptable only if not used to verify your name); or
- Current personal tax or council tax bill

We will also ask you to provide details of a personal referee, who should normally be the holder of a UK or EU bank account.

If you have difficulty in providing one of the foregoing documents or suitable referee, please discuss this with our Customer Services staff as we may accept other forms of address verification and/or reference at our discretion.

*Non-UK Residents:*

If you are not a UK resident, we will need to verify your address using one of the following documents showing your name and residential address:

- Recent (i.e. dated within 3 months) gas, electricity, water or phone (but not mobile) bill; or
- Photocard driving licence (acceptable only if not used to verify your name); or
- Recent bank or building society statement; or
- National Identity Card

If you have difficulty in providing one of the foregoing documents, please discuss this with our Customer Services staff as we may accept other forms of address verification at our discretion.

We will also ask you to complete a Non-residence Declaration, which enables us to pay any interest due to you on your account(s) without deduction of UK income tax.

If you maintain one or more bank accounts, we will ask also for your authority to obtain a reference from at least one of your bankers.

If you maintain an account in the UK or EU, we prefer a reference from that source because it can usually be obtained more quickly.

**All Applicants:**

We will make copies of the documents provided which are required by law and to help protect your account against fraud. The originals will be returned to you.

(Customer Name & Address)

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Union Bank UK plc  
14-18 Copthall Avenue  
London  
EC2R 7BN

Dear Sirs,

**RE: TELEPHONE AND FACSIMILE INSTRUCTIONS**

In consideration of the Bank's accepting or acting upon my/our telephone and/or any letter received by facsimile transmission (fax) from me/us, addressed to or otherwise communicated to any of the Bank's employees for the time being, I/we hereby confirm to you that:

1. You have made clear to me/us and I/we am/are fully aware of the risks of omissions, errors, mis-statements, non receipts of facsimile transmissions, fraud and/or authorised interventions by third parties which are inherent in the above procedure.
2. I/We have no objection to your recording my/our telephone instructions and agree that the same may be used in evidence where relevant.
3. Further, I/We hereby undertake and warrant to you as follows:
  - i) I/We shall immediately send written confirmation (clearly marked as such) of all and any such telephoned and/or faxed instructions providing that any failure so to confirm in writing shall not affect my/our liability in the mean time;
  - ii) I/We agree that the Bank may seek confirmation of any such telephoned, and/or faxed instructions prior to acting upon them. Such confirmation may be obtained by telephoning any of the authorised signatories to the account at the following number(s):

	<b>Names of Authorised Signatory(ies)</b>	<b>Telephone Number(s)</b>
	*	*

- iii) I/We agree that if the Bank has tried but has failed to make contact with a signatory named in 3(ii) above for any reason or has not been supplied with the confirmation of identity of any signatory and/or faxed/telephoned instructions which it has requested, it may in its absolute discretion refuse to act upon the instruction concerned.
    - iv) I/We agree that the signatories named in 3(ii) above shall comply with any requests for information made by the Bank for verification of the above named authorised signatories.

**Page 1 of 2. Please initial**





**REQUEST FOR STATUS REPORT**

I/We -----  
-----  
-----of

Address: -----  
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-----

authorize

The Manager

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-----  
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Account No. -----to provide a reference on me / us in accordance with  
the attached request to:

The Manager  
Union Bank UK plc  
14-18 Copthall Avenue  
London EC2R 7BN

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Signature(s)

-----/-----/-----  
Date



**INTERNET BANKING APPLICATION FORM (PERSONAL CUSTOMERS)**

Print out and complete this application form in block letters.

**SURNAME:** .....

**OTHER NAME(S):** .....

**ADDRESS:** .....

.....

.....

.....**POSTCODE:** .....

**TELEPHONE NUMBER:** .....

**MOBILE NUMBER:** .....

**NEAREST UNION BANK OF NIGERIA BRANCH:** .....  
(MANDATORY WHERE ADDRESS ABOVE IS IN NIGERIA)

**I wish to register my account indicated above, held with Union Bank UK plc for Internet Banking. I hereby confirm that I have read and agree to Internet Banking Terms and Conditions.**

USER CAPACITY: (i.e: CORE SERVICE(VIEW ONLY) , STOP CHEQUE   
FUNDS TRANSFER  .....

**AUTHORISED SIGNATORY:** ..... **DATE:** .....

Note:  
For joint accounts, each account holder will need to register separately, both parties must sign the application form completed by each of the joint account holders and must have read Section 4 of the Internet Banking Terms and Conditions (“Joint Account Holders”).**Return completed form directly to:**

<b>CUSTOMER SERVICE DEPARTMENT UNION BANK UK plc 14-18 COPTHALL AVENUE LONDON EC2R 7BN</b>	<b>OR</b>	<b>UNION BANK UK REPRESENTATIVE OFFICE C/O UNION BANK OF NIGERIA PLC (UBN) INTERNATIONAL BANKING DEPARTMENT 36 MARINA (15<sup>TH</sup> FLOOR) LAGOS, NIGERIA</b>
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(Through Nearest Union Bank of Nigeria Branch)