



PO Box 71
Marton 4741

E-Account Application Form – Parishes

Name of account

Repayment

Bank Account:
(not credit card) (attach encoded deposit slip)

IRD Number:/...../..... RWT % E / 10½ / 17½ / 30 / 33
(If selecting “E” then attach exemption certificate)

We have the following existing accounts, which we wish to close / leave open.

All authoriser’s must read the attached rules.

For each Authoriser (minimum of two)

<u>Name:</u> (please attach a photocopy of your passport or drivers license, and proof of address)			
<u>Email Address:</u>			
<u>Requires quarterly summary</u>	Yes / No	Yes / No	Yes / No
<u>Postal Address:</u>			
<u>Password/Security ID:</u>			
<u>Birth date</u>	/ /	/ /	/ /
<u>Daytime Phone No:</u> (include area code)			
<u>Signature:</u>			
<u>Date:</u>	/ /	/ /	/ /

Rules for running a parish E_account.

1. Agree at parish council to open an E_account.
2. Agree who can operate the account (a minimum of two authoriser's are required).

They are required for the following transactions: -

- withdrawals
- transfers
- change of authoriser
- change of repayment bank account

Authorisers show their approval for a transaction by independently emailing lll@coombesmith.co.nz including their password. *(Please note; each authoriser is responsible for their password protection. e.g. do not disclose it to other authorisers, do not include it in emails subject line).*

3. Fill in the application form fully. Photocopy one for each authoriser so they can post their password to us separately.

Each authoriser is to include a photocopy of their passport or drivers license, provide proof of address, (bank or IRD letter, or utility account less than 3 months old) and post this with their password to

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4. Deposits are made to BNZ account 02-0684-0015384-00 including your account name and number in the details. A minimum term of seven days applies to deposits, and then it is placed on call.
5. A confirmation will be sent to each authoriser for all transactions.
6. If no confirmation is received within two days, then email to lll@coombesmith.co.nz confirming which day the money left your account.
7. Interest is calculated from the day after your deposit appears in our bank account, and will be calculated daily, including the day of withdrawal. Interest is credited annually on 31 December or on full withdrawal.
8. Withdrawals must be requested independently by two approved authorisers, If received at lll@coombesmith.co.nz by 2:00pm a withdrawal will be set up the same day. A "cleared funds" same day withdrawal can be set up with the bank fee deducted from the withdrawal. Currently the bank fee is \$5.00, it may change anytime, and we will try to confirm it prior to setting up the transaction.
9. E_account interest rate is currently 4.00% per annum, and there would be 30 days notice of any variation.
10. LLL branch treasurers do not have access to e_account, all transactions are done directly via email to lll@coombesmith.co.nz
11. Quarterly summaries are sent to those authorisers that mark on the application form that they require them.
12. Remember that security of the e_account is the authoriser's responsibility, if you think that your password is compromised; email us for the procedure to reset your password.
13. We give the LLL permission to contact us via email.