



## Corporate Instructions Email Agreement Form

This facility can be used by corporate clients but only if this agreement is signed in accordance with your registered signatory mandate. If you wish to take advantage of this facility please complete the agreement.

Skipton International (Skipton) recognise that it is convenient to be able to communicate and give instructions via email, however there must be safeguards against misuse by other persons. Our email payment facility involves the acceptance of instructions sent via email to make payments to nominated account(s) only. The email instruction must be approved in line with your company's signatory list.

Skipton will only accept email instructions that have been sent from your company's business email address. For security purposes Skipton will carry out security measures before making payments.

We will respond to such requests from you, provided that you waive any right of action that you might have against us in the event that information is passed to someone else as a result of responding to a request that purports to have come from you.

As you are using an insecure means of communication to give instructions to us and to receive information, we advise you to take legal advice before signing this form.

You can use this facility for internal transfers, placing amounts on notice, opening new accounts and to make external payments to nominated account(s) only.

Please note that we cannot accept instructions regarding changes to static company or account data by email. Email instructions must be sent from your nominated email domain (overleaf).

We apply strict procedures to the operation of this facility and before this facility is accepted we will contact the account holders, by phone, to ascertain that the request is genuine. We reserve the right not to carry out instructions if we suspect that the facility has been compromised or if we are in any doubt as to whether they come from you.

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### Agreement form for email instructions to Skipton International Limited

Account Holder(s):

Account Number:  
(if known)

In consideration of you, your employees or agents in accordance with any instructions received by email from our company email address, detailed below, I/we:-

1. Irrevocably authorise you to debit the account with all sums of monies paid out pursuant to such instructions and with all charges and expenses (including any sums payable under the indemnity in 2. below) which you may incur as a result of your complying with such instructions;
2. Undertake to indemnify and keep you indemnified against all claims, losses, expenses and liabilities in relation to or arising out of your acting on such instructions.

3. Declare that I/we have been advised to obtain legal advice before executing this agreement and either have taken legal advice or have had the opportunity but have not done so and I/we understand that enforcement by you of your rights under the indemnity in this agreement may result in loss to me;
4. Understand that Skipton accept email instructions for internal transfers, placing amounts on notice, opening new accounts and to make external payments to nominated account(s) only.

Please confirm the domain from which emails will be sent. E.g @skiptoninternational.com

## Nominated Account

Sterling Account Holders	US Dollar Account Holders
Name of Account Holder(s)	Name of Account Holder(s)
Bank Name	Bank Name
Branch	Bank Address
Account Number	SWIFT/BIC
Sort Code/SWIFT/BIC*	Account Number
	Routing Number
	Reference
	<b>Intermediary Bank Details</b>
	Bank Address
	SWIFT/BIC
	Account Number
	Reference

**Your Nominated Account details will be retained and used for your future withdrawal requests**

I/We understand that this indemnity shall be governed by the law of Guernsey and I/we submit to the non-exclusive jurisdiction of the Guernsey courts in all matters arising from it.

Signed:

Signed:

Date:

Date:

Please note – these details will be used for all existing and all subsequent accounts.

If you have any queries about this indemnity, please feel free to contact us on + (44) 1481 730730.

**PO BOX 509, Tudor House, The Bordage, St Peter Port, Guernsey, Channel Islands, GY1 6DS**  
**+44 (0)1481 730730    [www.skiptoninternational.com](http://www.skiptoninternational.com)**

Skipton International Limited (Skipton), registered in Guernsey: 30112, is a wholly owned subsidiary of Skipton Building Society.  
Skipton is licensed under the Banking Supervision (Bailiwick of Guernsey) Law 2020, as amended.

Skipton will comply with the Data Protection (Bailiwick of Guernsey) Law 2017 at all times when obtaining and processing personal data. Our Privacy Policy can be found at [www.skiptoninternational.com](http://www.skiptoninternational.com). Skipton is a participant in the Guernsey Banking Deposit Compensation Scheme (the "Scheme") established by The Banking Deposit Compensation Scheme (Bailiwick of Guernsey) Ordinance, 2008 (the "Ordinance"). Further information and a leaflet about the Scheme are available at: Website: [www.dcs.gg](http://www.dcs.gg) Telephone: +44 (0) 1481 722756 Post: P.O. Box 380, St Peter Port, GY1 3FY

Deposits made with Skipton International Limited are not covered by the Financial Services Compensation Scheme established under the UK Financial services and Markets Act 2000.

To help maintain service and quality, telephone calls may be recorded and monitored.