Please use this mandate to change the authorised signatories and/or replace the signing rules in a current Local Authority/Council Mandate. Each individual will have important responsibilities and must be chosen carefully. The Authority in section 3 needs to be passed.

Please complete this form in BLOCK CAPITALS and in black ink. Please mark option boxes with an ‘x’.

The individual signing the mandate in section 6 must initial all corrections.

### 1. Authority/Council details

1.1 Authority/Council name in full

1.2 Account name in full

### 2. Application to accounts

Please insert details in either section 2.1 or 2.2 by putting a cross in the relevant box below.

**EITHER:**

2.1 This mandate applies to all existing and future accounts of the Authority/Council

<table>
<thead>
<tr>
<th>Account number</th>
<th>Sort code</th>
</tr>
</thead>
</table>

**OR**

2.2 This mandate only applies to the accounts of the Authority/Council detailed below:

<table>
<thead>
<tr>
<th>Account numbers</th>
<th>Sort Code</th>
<th>Account Numbers</th>
<th>Sort Code</th>
</tr>
</thead>
</table>

Please insert total number of accounts detailed in this section 2.2 and on any separate sheets.
3. Authority
It was resolved that:
- The **signing rules** in the current mandate, for the account(s) detailed in section 2, be replaced in accordance with the new rules set out in section 4 of this document; and/or
- The **authorised signatories** in the current mandate, for the account(s) detailed in section 2, be changed in accordance with section 5 of this document
- And the current mandate will continue as amended

4. Replacement of signing rules for the accounts detailed in section 2

If the signing rules in the current mandate for the accounts detailed in section 2 are not to be replaced, please leave this section blank.

In relation to the matters set out in the current Mandate and the accounts detailed in section 2, the Bank may act on the instructions of:

**One** authorised signatory
- for unlimited amounts
- OR
- for amounts up to and including

**Two** authorised signatories
- for unlimited amounts
- OR
- for amounts up to and including

If unlimited is not selected, an additional Signing Rule must be added below to specify who may give instruction for unlimited amounts

Only complete the box below if **additional** or **different** Signing Rules are required.

Signing Rules can use the designation given to an Authorised Signatory in the current Mandate and/or section 5 of this Form. This designation could be their official position (e.g. director) or by category (e.g. “Category A” or “Category B”).

**Example 1**
Any three Authorised Signatories if the amount exceeds £xxxxx

**Example 2**
Any two Authorised Signatories, one of whom must be a director if the amount exceeds £xxxxx

**Example 3**
Any one Authorised Signatory for amounts up to and including £xxxxx
One Authorised Signatory from “Category A” and one Authorised Signatory from “Category B” for unlimited amounts

Do not identify individuals here by name as these details are collected in the current Mandate and/or section 5 of this Form.
5. Add or Remove an authorised Signatory for the accounts detailed in section 2.

If the authorised signatories in the current mandate are not to be changed, please leave this section blank.

Please choose the addition or removal of an authorised signatory by putting a cross in the relevant box below. **Please cross through any unused boxes in this section and on any additional sheets.**

If more than 6 authorised signatories are to be changed, please photocopy this page, complete and attach to this form.

If the designations are specified in the current mandate or section 4, please also include the designation in the official position and/or signing group fields below (e.g. director and A)

---

**Your Information – Giving your consent**

By signing below you agree that the Bank may:

- obtain information about you from credit reference agencies to verify your identity.
- obtain information about you from fraud prevention agencies.
- pass your details to fraud prevention agencies, if false or inaccurate information is provided and fraud is suspected.

**Signing group field required if signing group specified in section 4 (e.g. A, B, C etc)**

<table>
<thead>
<tr>
<th>Authorised Signatory (please print full name)</th>
<th>Official Position</th>
<th>Specimen Signature (this is only required if an authorised signatory is to be added – please sign within the box)</th>
<th>Signing Group Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add</td>
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<tr>
<td>Remove</td>
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<td>Remove</td>
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</tbody>
</table>

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If the authorised signatories in the current mandate are not to be changed, please leave this section blank.

Please choose the addition or removal of an authorised signatory by putting a cross in the relevant box below. **Please cross through any unused boxes in this section and on any additional sheets.**

If more than 6 authorised signatories are to be changed, please photocopy this page, complete and attach to this form.

If the designations are specified in the current mandate or section 4, please also include the designation in the official position and/or signing group fields below (e.g. director and A)
6. Certificate

I certify that:

I am the Officer appointed under Section 151 of the Local Government Act of the Local Government Act 1972 / Officer appointed under Section 73 of the Local Government Act 1985/ Officer Appointed under Section 112 of the Local Government Finance Act 1988/ Officer appointed under Section 95 of the Local Government (Scotland) Act 1973/ Section 54 Chief Financial Officer of the Authority /Council

In respect of this mandate and any additional authorised signatories page:

- All the signatures are genuine
- The information given is correct
- I have initialed all corrections

To verify any information on this mandate the Bank may call me on:

Please insert a contact telephone number

The Bank may assume that the person who confirms their identity, and correctly answers the Bank’s security questions is me.

Signed by:

- Officer appointed under Section 151 of the Local Government Act 1972/
- Officer appointed under Section 73 of the Local Government Act 1985/
- Officer appointed under Section 112 of the Local Government Finance Act 1988
- Officer appointed under section 95 of the Local Government (Scotland) Act 1973

Print first name

Print surname

Official position

Date