

APPENDIX THREE: CHEQUE BOOK APPLICATION

Please be advised a fee of £5 will be applied to each Bank of St Helena Cheque that does not clear due to insufficient funds in the account. This fee will be taken from the primary account.

ACCOUNT DETAILS – OF THE ACCOUNT ON WHICH CHEQUEBOOK SERVICES IS TO BE APPLIED	
Account Number	Account Name

CHEQUE BOOK COLLECTION
Please note, when requested Bank of St Helena Ltd Cheque Books are to be collected from the Bank's Main Branch, Market Street, Jamestown.

Full Name	Authorised Signature One	Date
Full Name	Authorised Signature Two (where required)	

FOR BANK USE ONLY

Bank Processing	Signature	Date
Compliance & Operations		
Account Package & Cheque Book Approved:	Package:	
Compliance & Operations		
Cheque Book Application Received		
Cheque Book Order Processed		
Cheque Book Received from Printers and Verified.		
Customer Services		
Received by Customer Service for dispatch to Customer		