



Reference No

AMENDMENT

General information

This form is to be used by businesses, companies, government organisations, schools and other non personal entities wishing to make changes to their *IsiNet* account.

After reading Section I - Declaration, execute/sign the form and take it to your NBV relationship manager. When processing by the bank is completed an email is sent notifying activation.

Please obtain and read a copy of the NBV Electronic Banking Terms & Conditions and the *IsiNet* Business Terms & Conditions from your nearest branch or download from the NBV website at www.nbv.vu.

Request **Amend** **Disable** **Enable**

Section A – Client details (Entity)

Name of business, school, company
 Trading name (if applicable)
 VIPA registration number Business license registration number

Section B – Master users

Delete Master User
 Surname
 Given name(s)

Add Master User
 Title Mr Mrs Miss Miss Other
 Surname
 Given name(s)
 Date of birth
 Business address
 Phone (work) (mobile)
 Email address

Select a User Name for *IsiNet*. NB: this is a unique name and the one you select may be already in use by someone else. If this is the case try another name.

User Name

Do you have an existing personal account with NBV ? Yes Account number
 No Complete Customer Identification and/or Acceptable Referee form and submit to bank with documents to complete identification process.

Section C – Accounts to be linked

List the NBV accounts that you would like to link to *IsiNet*.

Add	Delete	Account number	Account name	Signatories
<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Note: The number of signatories required in terms of your account operating authority will not automatically be reflected in *IsiNet*. Specify your requirements above. The maximum is 3. If no number is nominated then the default is one. These can only be changed by submitting a fully authorised *IsiNet* Business Amendment form.

Section D – Fee debiting information

Nominate an account to which *IsiNet* fees and charges can be debited if applicable.

Change Account number to

Section E – Global daily limits

This is the maximum total value of transactions for all transaction types (excluding internal transfers*) within a 24 hour period.

The default Global daily limit is Vt10,000,000. Increase or decrease the global daily limit to Vt

Requests for limits above the default are subject to NBV approval.

*Internal transfers are transfers between accounts in Section C.

Section F – Transaction limits

The maximum transaction authorisation limits in Vatu for any user are:

Transaction type	Transaction limit	Daily limit
External transfers	<input type="text"/>	
Multiple transfers	<input type="text"/>	<input type="text"/>
Overseas transfers	<input type="text"/>	<input type="text"/>

These limits must be less than the Global Daily Limit and can only be changed by submitting a fully authorised *IsiNet* Business Amendment form.

Section G – Overseas transfers

I/We request the bank to allow me/us to initiate overseas transfers from *IsiNet*. The bank determines if this service is to be made available. By completing the Overseas Transfer form and pressing Submit you are authorising the bank to debit the nominated accounts for the transfer amount and fees and send the funds to the recipient by its normal channels of despatch. The bank is not responsible for any delays, errors or failure to process a request.

Overseas transfers Yes No

Section H – Privacy & consent

When you apply for *IsiNet*, you acknowledge that NBV is likely to collect and use some of your information including details about your transactions, your financial conditions, your account relationship with NBV and/or your account(s) (collectively referred to as "Information"). The collection and use of this Information by NBV is explained below.

NBV may collect your Information:

- to assist in providing information about a product or service;
- to consider your request for a product or service;
- to enable NBV to provide a product or service;
- to tell you about other products or services that may be of interest to you;
- to assist in arrangements with other organisations (such as subsidiary companies) in relation to the promotion and provision of a product or service;
- to perform other administrative and operational tasks (including risk management, systems development and testing, credit scoring, staff training, and market or customer satisfaction research);
- to prevent or investigate any fraud or crime (or a suspected fraud or crime); and
- as required by relevant laws, regulations, codes and external payment systems inside and outside of Vanuatu.

If you do not provide some or all of the Information requested, NBV may be unable to provide you with a product or service including access *IsiNet*.

When you applied for *IsiNet*, you consented to:

- NBV collecting your information to enable it to provide the service or product applied for;
- NBV disclosing your information to:
 - any service provider NBV engages to carry out or assist its functions and activities;
 - any third party providing you with a product or service in relation to your account;
 - credit reporting or debt collecting agencies, and any credit provider to help you avoid a default on your obligations, or to inform them of your default to participants in the payments system (including financial institutions, merchants and payments organisations);
 - any of its branch, subsidiary, affiliate or agent of NBV, including its employees, auditors and legal advisors;
 - other parties which NBV is authorised, required by law or compelled by court order to disclose information to;
 - your authorised agents or executor, administrator or legal representative;
 - any person where in NBV's view the disclosures are necessary or desirable for the purpose of allowing NBV to perform its duties and exercise its powers and rights under the Terms and Conditions.

Section I – Declaration

- I/we and my/our Authorised Users acknowledge that I/we have read and understood the NBV Electronic Banking and *IsiNet* Business Terms & Conditions and by executing this document, accept these documents and agree to be bound by them in my/our use of *IsiNet*
- I/We (as the Entity named on this form) are liable for the use of *IsiNet* by my/our Authorised Users and that I/we are responsible for ensuring that the Authorised Users comply with all obligations imposed on me/us and my/our Authorised Users under the NBV Electronic Banking and *IsiNet* Business Terms & Conditions
- I also acknowledge that the service provided by NBV and my/our obligations under this Agreement, in respect of the accounts nominated in this Agreement, are subject to the terms and conditions governing those accounts.
- I/We warrant that:

- in the case that the Entity is a company or an incorporated body a resolution was passed in accordance with the Entity's Constitution or Memorandum of Association for an application to be made for *IsiNet*
- I/we are duly authorised to make an application for the use of *IsiNet* subject to the NBV Electronic Banking and *IsiNet* Business Terms & Conditions, and the supporting documentation provided with this form evidences the matters stated in this clause

(Note: attach a copy of any power of attorney and or minutes of the Entity's resolution to certify the above)

- We acknowledge that the Initial Authorised Users are provided with full authority to operate on those accounts listed in Section C and permitted to withdraw daily in total an amount not exceeding the approved Daily Global Limit where available funds permit until such time as their functionality is amended within *IsiNet* to prevent them from doing so.
- I acknowledge that amendments or cancellation of any other authority on the accounts listed in Section B, now or in future will not affect this authority, which is to continue in full force and effect until the bank receives notice of amendment or cancellation in writing.
- I agree that the contents of this application and the supporting documentation provided together with this form are true and correct and that my/our signature(s) below indicate(s) my/our understanding of, and consent to all matters set out in this application form, including the Privacy and Consent statement above.

Signatory 1

Position(eg Director, Secretary)

Full name

Date

Signature

Signatory 2

Position(eg Director, Secretary)

Full name

Date

Signature

Signatory 3

Position(eg Director, Secretary)

Full name

Date

Signature

Note: If there are more signatories to sign, copy or reprint this section and attach page(s) to this form.

The common seal of (Client)
 was hereunto affixed by the undersigned proper officers of the company



Director
 Full name

Signature

Date

Director/Secretary
 Full name

Signature

Date

Bank use only

Relationship manager/Branch

- Is form completed correctly
- Customer signature(s) verified

Resolution to commence *IsiNet* attached (to be

Branch authorising officer signature

Date

Electronic Banking

- All details checked for completeness and accuracy
- Linked account numbers validated
- Transaction limits changed
- Number of users to approve transfers changed
- Account numbers added/deleted
- Overseas transfers enabled/disabled
- Non default Daily Global Limit loaded to *IsiNet*
- Fee account changed

EB checking officer

Date

EB authorising officer

Date