Helpful Tips and Guidance for Completing the Company Account Application Form

Before you apply	To apply on behalf of a company, it must be registered with the Company Registration Office (CRO) and registered with the Central Register of Beneficial Ownership of Companies and Industrial and Provident Societies (RBO). The information in the application form must match the information registered with the CRO and RBO, for example the business's name, address, the directors' names, address, date of birth and beneficial ownership information.
Company name and Company Mandate	Please spell the Company name as it is registered with the CRO. This is including any special characters such as '(&*-_)' and including the company type LTD, DAC or CLG as required. Eg. Shane's Coffee & Cake Limited If there are any errors, you will need to reapply.
Registered Trading Name	The registered trading name is an optional field. It should only be completed if you have separately registered a trading name for your company that is different to the company name. If you do not have a registered trading name, answer 'No' to this question. **Example:** Joe Bloggs Plumbing Ltd trading as 'Joe's Plumbing'. In this example, Joe Bloggs Plumbing Ltd has registered the trading name 'Joe's Plumbing' and has a separate certificate showing this name is owned by Joe Bloggs Plumbing LTD. Please attach and return this certificate with your application. If you do not have a certificate answer 'no' to this question. A trading name can always be added to your account by presenting in branch with your certificate at a later stage.
FATCA / CRS	FATCA / CRS – Before you complete this section, Please refer to our guidance page Tax Information Reporting (aib.ie) Most accounts we open are for Active Non-Financial Entities (NFE) under CRS / Active Non-Financial Foreign Entities (NFFE) under FATCA. If you need help classifying your business correctly you should seek advice from a tax professional, your accountant, or refer to our online Tax Information Reporting (aib.ie) guide. You may also find helpful information on the Automatic Exchange of Information Portal on the Irish Revenue website. The most common type of 'Active NFE' / 'Active NFFE' includes a company that: (a) is not a financial institution and (b) operates an active trade or business with less than 50% of its gross income being passive income, and less than 50% of its assets held to produce passive income (examples of passive income include interest, dividends, rent, royalties etc). An entity incorporated in the US is not an Active NFFE under FATCA.

	Example: ABC Manufacturing Ltd is an Irish incorporated company that earns 100% of its income through manufacturing and selling footballs. It doesn't own any investments for the purpose of generating non trading income such as interest or dividends. Therefore, as ABC Manufacturing Ltd is an Irish incorporated company and less than 50% of its income is passive income and less than 50% of its assets are held for the purposes of generating passive income, it will be regarded as an Active NFE (CRS) and an Active NFFE (FATCA). Other examples of Active NFE'S / Active NFFE's might include manufacturers, wholesalers, retailers, restaurants, bars, construction companies, plumbers etc.
Debit Cards	Only 'Director 1' and 'Director 2 / Company Secretary' can order debit cards. If you want to order a debit card for either, you must select 'Yes' to this question. Anyone who has requested a debit card must be listed as a signatory in Section 2(c) of the mandate. The mandate must also be 'Any one to sign'.
Specimen Signature Form	Any signatories listed in section 2(c) of the mandate need to sign the specimen signature form. You can download it here, or through the 'specimen signature form' link in section 2(d) of the mandate, print it, sign it, and send it in with your application. Only those listed in section 2(c) should sign the specimen signature form. We only accept our own signature form when it is completed in full. If there are any errors, you will need to reapply.
Resolution Date	This is the date the company directors agreed to the resolution. This date cannot be before the date the company was incorporated, and cannot be in the future. Example: • Company incorporated 01/07/2023 • Today's date 20/07/2023 Therefore, the mandate must be dated between 01/07/2023 and 20/07/2023. If there are any errors, you will need to reapply.
Signing	There are three roles in the signing process. Each person will receive the DocuSign by email, one after the other. After the first person completes the DocuSign application form, it will be sent by email to Director 1 & Director 2 / Company Secretary to accept terms and conditions and sign. The form will only reach us when Director 2 has opened the form, accepted the terms and conditions, and signed.