

CHANGE OF ACCOUNT SIGNATORIES

PARISH DETAILS

Name: _____

Account Number/s: _____

At a duly constituted meeting of the Parish Council / Annual General Meeting held on _____ the following account signatories were elected.

SIGNATORIES

Important Information

1. All current account signatories should sign this section. Previous account signatories that do not sign this section will be removed as current account signatories.
2. In accordance with the Administration of Parishes Ordinance the Incumbent, the Parish Council Secretary and the Parish Council Treasurer shall be authorised signatories for every account held by the Parish Council or Parish Organisation. Please ensure these three office bearers sign this section along with any other persons nominated by the Parish Council or Parish organisation.
3. Any new account signatories will need to complete our Identification Procedure form and include a certified copy of ID.

Name (Please print)

Title

Signature

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

All transactions to be authorised by:

(eg. Any two of three, etc.)

AUTHORISATON

Signature

Incumbent / Priest in Charge: _____

Parish Treasurer: _____

Churchwarden: _____

Churchwarden: _____

Date: _____

Change of postal address notification:

