

To : The Manager
The Hongkong and Shanghai Banking Corporation Limited
_____ Office

MANDATE FOR ACCOUNTS OF A SOCIETY, CLUB OR ASSOCIATION

Name of Society / Club / Association: _____

Registered Address: _____

At a Meeting of the Committee duly held at _____
_____ on the _____ the following Resolutions were passed:

1. That a *current account / current account and savings account/savings account be *opened / continued with The Hongkong and Shanghai Banking Corporation Limited and any other account or accounts as may be subsequently directed by any _____ of the members of the Committee or by _____
(number)
2. That the Bank be instructed to honour and comply with all cheques, promissory notes and other orders drawn, and all bills accepted on behalf of the Society / Club / Association, whether the current account be in credit or overdrawn, to comply with all directions given for or in respect of any account or accounts, of any kind whatsoever on behalf of the Society / Club / Association and to accept and act upon all receipts for monies deposited with or owing by the Bank on any account or accounts in the name of the Society / Club / Association provided that such cheques, promissory notes, orders, bills, directions or receipts are signed by any _____ members of the Committee or by _____
(number) and such signature/s shall be sufficient authority and bind the Society / Club / Association in all transactions between the Bank and the Society / Club / Association.
3. That any _____ of the members of the Committee or _____
(number) be authorised to withdraw and deal with any of the Society's / Club's / Association's securities or property or documents of title thereto which may be deposited with the Bank for safe custody or in safe deposit from time to time, whether by way of security or otherwise.
4. That any _____ of the members of the Committee or _____
(number) be authorised to arrange with the Bank for advances to the Society / Club / Association by way of discount, loan, overdraft or otherwise, and for the granting of credits and the issue of guarantees by the Bank from time to time as required, and to sign on behalf of the Society / Club / Association any form of deposit and withdrawal, Memorandum of Deposit, Letter of Trust, Mortgage, Hypothecation and Pledge relating to any securities and property or documents of title relating thereto to secure the said advances and any obligations, undertakings, instructions, guarantees, indemnities and counter-indemnities, and any other documents which may be required by the Bank in connection with the aforesaid facilities.
5. That in the absence of any directions to the contrary, all accounts subsequently opened shall be operated and dealt with upon the terms set out above insofar as the same may be applicable.

*Delete where applicable

6. That the Bank be forthwith supplied with a copy of the Rules of the Society / Club / Association and of each amendment thereto as soon as the same has been made.

I hereby certify that the foregoing are true copies of the Resolutions as entered in the Minute Book and are in accordance with the Rules of the Society / Club / Association.

Dated this _____ day of _____

Chairman of the Meeting

Secretary

**N.B. ALL AMENDMENTS MUST BE INITIALLED BY THE CHAIRMAN OF THE MEETING.
ALL SIGNATURES ARE TO BE VERIFIED AT ANY HSBC BRANCH OR AN INTERNATIONAL BANK.**

Authorised Signatories

Names in full and I/C/Passport Numbers

Specimen Signatures

(Capacity) _____

(Capacity) _____

(Capacity) _____

(Capacity) _____

Sent herewith are the following documents:-

Minutes of Meeting
Certificate of Registration