

Name:	
Position:	
Mobile number:	
Email address:	
Signature #1:	
Signature #2*:	
Date:	

Name:	
Position:	
Mobile number:	
Email address:	
Signature #1:	
Signature #2*:	
Date:	

Name:	
Position:	
Mobile number:	
Email address:	
Signature #1:	
Signature #2*:	
Date:	

Name:	
Position:	
Mobile number:	
Email address:	
Signature #1:	
Signature #2*:	
Date:	

Name:	
Position:	
Mobile number:	
Email address:	
Signature #1:	
Signature #2*:	
Date:	

Name:	
Position:	
Mobile number:	
Email address:	
Signature #1:	
Signature #2*:	
Date:	

2. Deletions – Please remove each of the persons named below as Authorised Signatories of the Entity.

Full Names	

3. Change in signing instructions

Tick one.

<input type="checkbox"/>	No change
<input type="checkbox"/>	Please change our signing instructions as follows:

The Entity authorises any _____ (insert updated number) of the Authorised Signatories to: (a) give any notices, directions and other communications and to take any other action required under or in connection with the Account or accounts of any kind; (b) sign promissory notes and other orders drawn, and bills accepted on behalf of the Entity (whether the Account be in credit or overdrawn) and receipts for monies deposited with or owing by HSBC on any accounts in the name of the Entity; (c) arrange with HSBC for advances to the Entity by way of overdraft; (d) arrange for the issue of guarantees and documentary credits by HSBC from time to time as required; (e) give written notice (in form and substance satisfactory to HSBC) to authorise any Authorised Signatory or any other individual(s) specified in such notice to provide instructions via a secured email system acceptable to HSBC in relation to term deposits such as requests for new placements, renewals and maturity instructions (including the transfer of principal and/or interest to a same name account held with HSBC or another local bank), provided that any transfer to an account held with another local bank must be an account specified in a written instruction signed by the number of Authorised Signatories specified above; and (f) sign any other application (or similar) forms pursuant to facilities which have been agreed by the Entity with HSBC from time to time.	
The Entity authorises any _____ (insert updated number) Director(s) and any/or _____ (insert updated number) Authorised Signatories to sign and supply HSBC with a Change in Account Mandate form as and when necessary which authorises: (a) additional or substitute persons (with the relevant details) as Authorised Signatories of the Entity from time to time; and (b) additional or substitute persons (with the relevant details) to make deposits only into the Account from time to time, and confirms that HSBC may rely upon such instructions as an authorised variation of the Account Mandate.	
Other notes	

Tick "No change" if not applicable, otherwise provide the number of those persons the Entity wishes to be authorised to effect a change in the Account Mandate e.g. two directors, all trustees, two partners, the chairperson, the company secretary (or as otherwise provided in the Entity's Constitutive Document). For example, if the trust deed states that all trustees must sign a contract on behalf of the trust, then "all trustees" must be named as Authorised Signatories and the signing instructions completed accordingly. "Constitutive Document" includes: for companies, the constitution; for trusts, the trust deed; for partnerships, the partnership agreement; and for clubs, associations, incorporated societies and other similar organisations, the applicable rules. Where the Entity does not have such Constitutive Documents, any applicable legislation applies.

4. Authorisation of Changes

This form supersedes any instruction previously given by the Entity.

Name:	
Position:	
Signature:	
Date:	

Name:	
Position:	
Signature:	
Date:	

This form must be signed in accordance with the authority specified in paragraph 6 of the Account Mandate. If you are unsure who should sign this form, please check with HSBC.

Certified identification documentation is required for each additional Authorised Signatory. We are only able to implement the changes set out in this document if completed correctly and supported by the appropriate documentation. Please contact your Relationship Manager or new.zealand.cmb.ibc@hsbc.co.nz if you require further details.

