

# BUSINESS ONLINE BANKING OVERVIEW

NCB's Business Online Banking is one of our secure and convenient electronic banking channels that allow business customers access to their NCB accounts and the ability to execute transactions online, from anywhere in the world, at any time. This application is web based and accessed via our website [www.jncb.com](http://www.jncb.com). With NCB Business Online Banking you may:

- ▶ Access your account and credit card balances
- ▶ View and generate account statements
- ▶ Obtain a graphical view of your inflows and outflows on your company bank accounts and credit cards
- ▶ Generate merchant statements
- ▶ Transfer funds between your own NCB Accounts
- ▶ Schedule Transfers
- ▶ Make Bill Payments to over 150 Bill Payment merchants
- ▶ Download and print transaction reports and receipts
- ▶ Make International Wire Transfers
- ▶ Make debit and credit funds transfers to Other Banks via the Automated Clearing House [ACH] and Real Time Gross Settlement [RTGS]
- ▶ Execute Batch/Bulk Wire Transfers
- ▶ Utilize payroll services
- ▶ Set recurring transfers
- ▶ Conduct password user self-administration
- ▶ Conduct cheque deposits via a scanner
- ▶ Company Self Administration

## HOW TO SUBMIT YOUR APPLICATION FORM

Your application form is edit writeable and can be downloaded and saved for completion at a time that is convenient to you. Once completed you can print and submit to anyone of our branches island wide duly authenticated by your company officers along with your company stamp or seal.

## ONLINE BANKING SUPPORT

Our FAQ's and Virtual Demos located on our website [www.jncb.com](http://www.jncb.com) can be consulted for product information as well as for further assistance you may email us at [e-ChannelSupport@jncb.com](mailto:e-ChannelSupport@jncb.com) or call our **24\*7 Customer Care Centre toll free at: 888-NCB-FIRST (622-3477)** in Jamaica, **866-NCB-FIRST (622-3477)** from the United States of America Canada and the Caribbean and 0-800-032-2973 from the United Kingdom and the rest of the world.

## ENTITY INFORMATION

ENTITY FULL NAME

ENTITY ADDRESS

ENTITY TELEPHONE NO.

ENTITY TRN (IF APPLICABLE)

SECURITY ALERT - EMAIL ADDRESS

COMPANY EMAIL ADDRESS

ENTITY/CORPORATE LOGIN NAME (CORPORATE ID)  
(A COMBINATION OF LETTERS AND NUMBERS ONLY ARE ALLOWED)

ENTITY DATE OF REGISTRATION / INCORPORATION

ENTITY CUMULATIVE LIMIT (DAILY)  
(THIS REPRESENTS THE SUM TOTAL OF THE VALUE OF ALL TRANSACTIONS DONE BY THE ENTITY IN A DAY)

**J\$**  
(NOT EXCEEDING J\$2 BILLION)

ENTITY CLASSIFICATION: ☐ SOLE PROPRIETORSHIP ☐ PARTNERSHIP CORPORATION ☐ CHURCH CLUB & ASSOCIATION ☐ LIMITED LIABILITY ☐ OTHER  
PLEASE TICK WITH ☒

## ENTITY PROFILE

APPLICATION STATUS:

☐ NEW

☐ AMENDMENT

NUMBER OF APPROVERS REQUIRED PER TRANSACTION:

☐ 1 TO APPROVE

☐ 2 TO APPROVE

## APPROVER GROUPS AND TRANSACTION LIMITS

APPROVER GROUP\*  
(Select all that apply)

☐ GROUP 1

☐ GROUP 2

☐ GROUP 3

☐ GROUP 4

APPROVER TRANSACTION LIMITS  
(Select all that apply)

**Note:** Individual group limit should not exceed the entity limit. Additionally, the group numbers above are hierarchical (i.e. the lowest level approvers should be in Group 1).

WE HEREBY AUTHORIZE THE BANK TO DEBIT THE ACCESS FEE FROM ACCOUNT

## USER OPTIONS\*\*

VIEW

ENTER

APPROVE

ENTER & APPROVE

(LIMITED LIABILITY COMPANIES MUST COMPLETE BOARD RESOLUTION BELOW IF THIS OPTION IS SELECTED)

**Note:** Only 1 of the above options may be assigned to each user. All assigned users will see all of the entity's accounts.

ADMINISTRATOR (ADMIN)

(THIS OPTION ALLOWS THE USER TO CONDUCT ADMINISTRATIVE ACTIVITIES ONLY E.G. USER AND TRANSACTION LIMIT CREATION/MODIFICATION. IF REQUIRED, THIS OPTION MAY BE COMBINED WITH EITHER APPROVE OR ENTER AND APPROVE ONLY OPTIONS ABOVE.)

## USER PROFILE

NAME OF USER	USER LOGIN NAME (ID) (LETTERS AND NUMBERS ONLY) USER TRN	USER EMAIL ADDRESS * DESIGNATED COMPANY EMAIL ADDRESS	USER OPTION**	APPROVER GROUP ASSIGNED*	NCB ONLY TRANSACTIONS ***	OTHER BANKS' TRANSACTIONS ****	BANK ACCOUNT NUMBERS FOR CHEQUE DEPOSIT SCAN
	LOGIN ID:	PRIMARY:			<input type="checkbox"/>	<input type="checkbox"/>	
	TRN:	ALTERNATE:			<input type="checkbox"/>	<input type="checkbox"/>	
	LOGIN ID:	PRIMARY:			<input type="checkbox"/>	<input type="checkbox"/>	
	TRN:	ALTERNATE:			<input type="checkbox"/>	<input type="checkbox"/>	
	LOGIN ID:	PRIMARY:			<input type="checkbox"/>	<input type="checkbox"/>	
	TRN:	ALTERNATE:			<input type="checkbox"/>	<input type="checkbox"/>	
	LOGIN ID:	PRIMARY:			<input type="checkbox"/>	<input type="checkbox"/>	
	TRN:	ALTERNATE:			<input type="checkbox"/>	<input type="checkbox"/>	
	LOGIN ID:	PRIMARY:			<input type="checkbox"/>	<input type="checkbox"/>	
	TRN:	ALTERNATE:			<input type="checkbox"/>	<input type="checkbox"/>	
	LOGIN ID:	PRIMARY:			<input type="checkbox"/>	<input type="checkbox"/>	
	TRN:	ALTERNATE:			<input type="checkbox"/>	<input type="checkbox"/>	
	LOGIN ID:	PRIMARY:			<input type="checkbox"/>	<input type="checkbox"/>	
	TRN:	ALTERNATE:			<input type="checkbox"/>	<input type="checkbox"/>	
	LOGIN ID:	PRIMARY:			<input type="checkbox"/>	<input type="checkbox"/>	
	TRN:	ALTERNATE:			<input type="checkbox"/>	<input type="checkbox"/>	
	LOGIN ID:	PRIMARY:			<input type="checkbox"/>	<input type="checkbox"/>	
	TRN:	ALTERNATE:			<input type="checkbox"/>	<input type="checkbox"/>	
	LOGIN ID:	PRIMARY:			<input type="checkbox"/>	<input type="checkbox"/>	
	TRN:	ALTERNATE:			<input type="checkbox"/>	<input type="checkbox"/>	
	LOGIN ID:	PRIMARY:			<input type="checkbox"/>	<input type="checkbox"/>	
	TRN:	ALTERNATE:			<input type="checkbox"/>	<input type="checkbox"/>	
	LOGIN ID:	PRIMARY:			<input type="checkbox"/>	<input type="checkbox"/>	
	TRN:	ALTERNATE:			<input type="checkbox"/>	<input type="checkbox"/>	

Revised July 2019

## E-FINANCIAL SERVICES AGREEMENT

I/We \_\_\_\_\_ (hereinafter being referred to as "I", "we", "us", "our") agree and acknowledge that this application, once accepted by National Commercial Bank Jamaica Limited ("the Bank") shall form part of our NCB e-FINANCIAL SERVICES Agreement. We further agree that the NCB e-FINANCIAL SERVICES Agreement is and shall be governed by the NCB e-FINANCIAL SERVICES Terms and Conditions, which we have read and agreed to and which form an integral part of this Agreement.

We further acknowledge that the NCB e-FINANCIAL SERVICES and the NCB e-FINANCIAL SERVICES Terms and Conditions may change from time to time and that the NCB e-FINANCIAL SERVICES Terms and Conditions in effect at any point in time will be available on the NCB e-FINANCIAL SERVICES website at [www.jncb.com](http://www.jncb.com). We agree that if we maintain our NCB e-FINANCIAL SERVICES, or otherwise use, or benefit on our instructions from the use of the NCB e-FINANCIAL SERVICES after the effective date of a change in the NCB e-FINANCIAL SERVICES Terms and Conditions, we will by so doing be deemed to be aware of any such change or changes, and to have indicated our agreement to it or them.

In order to assist the Bank and its subsidiaries (the Bank and its subsidiaries are called "NCB", which term refers to each or all of them) in providing us with accurate and up-to-date service, we agree to the sharing of the information set out in this Application within NCB, and we waive any rights of confidentiality in that regard. We agree that NCB may use the information in this Application in order to augment and update information currently held by each entity.

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
NAME AND TITLE

\_\_\_\_\_  
NAME AND TITLE

\_\_\_\_\_  
NAME AND TITLE

PLEASE AFFIX COMPANY STAMP OR SEAL (WHERE REQUIRED)

## BOARD RESOLUTION

(APPLICABLE ONLY WHERE "ENTER AND APPROVE" USER OPTION IS SELECTED FOR USER(S) IN THE USER PROFILE SECTION AND TRANSACTIONS ONLY REQUIRE "ONE (1) TO APPROVE")

WE the undersigned being a Director and a Director/Secretary of the Company whose registered office is at \_\_\_\_\_ in the parish of \_\_\_\_\_ hereby certify that at a meeting of the Board of Directors of the Company held on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ IT WAS RESOLVED THAT:

1. The \_\_\_\_\_,  
[Insert Name and Title of Authorized Officer/s]  
any two Directors or a Director and the Secretary of the Company be and are hereby authorized to designate the persons who will have authority to operate the Company's account/s at National Commercial Bank Jamaica Limited ("the Bank") via the NCB Business Online Banking platform and the scope of the authority of such designated persons (including persons who will have access to the "Enter and Approve" User Option) by completing the NCB Business Online Banking Application Form (the "Online Banking Application Form") duly signed by the said Authorized Officer/s, two Directors or Director and Secretary authorised in that behalf and submitting the said Online Banking Application Form to the Bank.
2. The designations and instructions contained in the Application shall supersede any other instructions and designations previously given by the Company to the Bank or contained in any mandate previously given by the Company to the Bank in relation to the Company's use of or access to the NCB Business Online Banking platform and will apply exclusively to transactions conducted through NCB Business Online Banking.

DATED the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
DIRECTOR

\_\_\_\_\_  
DIRECTOR/SECRETARY

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
PRINT NAME

PLEASE AFFIX COMPANY STAMP OR SEAL (WHERE REQUIRED)