

A. Application for making the ING BusinessOnLine system available / the ING BusinessOnLine system modification*

* Delete as appropriate

CLIENT NUMBER (filled in by the Bank)									
COMPANY									
Address	City/town			Postcode			Country		
	Street			House number			Apartment Number		
NIP no.					E-mail				
Phone no.					Mobile phone				
Contact person									
Correspondence address (only if different from the company's address)									

Client accounts (the rights to the accounts will be defined in section BC):

1.	ACCOUNT NUMBER	
2.	ACCOUNT NUMBER	
3.	ACCOUNT NUMBER	
4.	ACCOUNT NUMBER	
5.	ACCOUNT NUMBER	
6.	ACCOUNT NUMBER	
7.	ACCOUNT NUMBER	
8.	ACCOUNT NUMBER	

Hereby, the Client authorizes the Bank to charge the mentioned herein below account with the fees and commissions due to the Bank for the System usage:

ACCOUNT NUMBER			
NAME			SURNAME
PESEL / Identity Document Number			
Name and address where the equipment is to be sent¹			
MOBILE PHONE			E-MAIL
<input type="checkbox"/> Issuing of starting login and starting password in order to generate the certificate on a certificate holder ²			
Selected equipment:			
<input type="checkbox"/>	USB kit (USB reader + card)	<input type="checkbox"/>	eTOKEN kit ³
<input type="checkbox"/>		<input type="checkbox"/>	Card kit
<input type="checkbox"/>		<input type="checkbox"/>	PCMCIA kit (PCMCIA reader + card)

ACCOUNT NUMBER			
NAME			SURNAME
PESEL / Identity Document Number			
Name and address where the equipment is to be sent¹			
MOBILE PHONE			E-MAIL
<input type="checkbox"/> Issuing of starting login and starting password in order to generate the certificate on a certificate holder ²			
Selected equipment:			
<input type="checkbox"/>	USB kit (USB reader + card)	<input type="checkbox"/>	eTOKEN kit ³
<input type="checkbox"/>		<input type="checkbox"/>	Card kit
<input type="checkbox"/>		<input type="checkbox"/>	PCMCIA kit (PCMCIA reader + card)



NAME		SURNAME	
PESEL / Identity Document Number			
Name and address where the equipment is to be sent¹			
MOBILE PHONE		E-MAIL	
<input type="checkbox"/>	Issuing of starting login and starting password in order to generate the certificate on a certificate holder ²		
Selected equipment:			
<input type="checkbox"/>	USB kit (USB reader + card)	<input type="checkbox"/>	eTOKEN kit ³
<input type="checkbox"/>	Card kit	<input type="checkbox"/>	PCMCIA kit (PCMCIA reader + card)

NAME		SURNAME	
PESEL / Identity Document Number			
Name and address where the equipment is to be sent¹			
MOBILE PHONE		E-MAIL	
<input type="checkbox"/>	Issuing of starting login and starting password in order to generate the certificate on a certificate holder ²		
Selected equipment:			
<input type="checkbox"/>	USB kit (USB reader + card)	<input type="checkbox"/>	eTOKEN kit ³
<input type="checkbox"/>	Card kit	<input type="checkbox"/>	PCMCIA kit (PCMCIA reader + card)

NAME		SURNAME	
PESEL / Identity Document Number			
Name and address where the equipment is to be sent¹			
MOBILE PHONE		E-MAIL	
<input type="checkbox"/>	Issuing of starting login and starting password in order to generate the certificate on a certificate holder ²		
Selected equipment:			
<input type="checkbox"/>	USB kit (USB reader + card)	<input type="checkbox"/>	eTOKEN kit ³
<input type="checkbox"/>	Card kit	<input type="checkbox"/>	PCMCIA kit (PCMCIA reader + card)

NAME		SURNAME	
PESEL / Identity Document Number			
Name and address where the equipment is to be sent¹			
MOBILE PHONE		E-MAIL	
<input type="checkbox"/>	Issuing of starting login and starting password in order to generate the certificate on a certificate holder ²		
Selected equipment:			
<input type="checkbox"/>	USB kit (USB reader + card)	<input type="checkbox"/>	eTOKEN kit ³
<input type="checkbox"/>	Card kit	<input type="checkbox"/>	PCMCIA kit (PCMCIA reader + card)

1) If the address for correspondence is not stated, equipment will be sent to the address for correspondence of the company stated in the Client's Data table.

2) Initial login and password are valid for 30 days from the date of printing.

3) A physical certificate carrier, connected directly to the USB port, on which the User saves the generated certificate along with a pair of keys for orders' validation in the System.

Stamp and signatures of the persons duly authorized to make declarations of will on behalf of the Client		Signature of Bank employee	
Date		Date	

Filled in by the Bank	
Hereby, I confirm that the signatures conform with the Signature Specimen Card /RUK:	DATE:



B. Defining / modifying Users' rights in the ING BusinessOnLine system

CLIENT NUMBER (filled in by the Bank)

We apply for granting the rights to the company's accounts to the following Users and assigning them to the acceptance groups:

ACCEPTANCE GROUP						USERS RIGHTS TO ACCOUNTS							
Adding	Modification	Deleting	Name and surname of the User	PESEL no.	Acceptance group ¹	ACCEPTANCE GROUP NAME ²	Adding	Modification	Deleting	Accounts numbers / serial numbers of the accounts from section A	Review +		
											Review	Implementation	Sending
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1) Please give a group – for instance A, B – that will be later used to form acceptance schemes

2) Please give a group name, for instance Accountants

Hereby, we appoint each person mentioned herein as an attorney-in-fact for the performance of activities within the scope defined hereinafter.

Stamp and signatures of the persons duly authorized to make declarations of will on behalf of the Client		Signature of Bank employee	
Date		Date	
Filled in by the Bank			
Hereby, I confirm that the signatures conform with the Signature Specimen Card /RUK:		DATE:	

C. Defining / modifying acceptance schemes to bank accounts in the ING BusinessOnLine system

CLIENT NUMBER (filled in by the Bank)

We apply for forming the following acceptance schemes and limits of the company's orders' acceptance schemes:

ACCEPTANCE SCHEMES TO ACCOUNTS							LIMITS ¹ (if not filled in, it means that there are no limits) – do not apply for orders being sent to accounts of recipients defined in the attachment <i>Special beneficiaries list</i>					
Adding	Modification	Deleting	Account number / serial number of the account from section A	Forming acceptance scheme ²	Acceptance scheme name ³	Scheme expiry date (if not filled in, it means that the scheme is valid for indefinite period)		Type ⁴	Internal	External	Associated groups	Currency
						from	to					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				from		J				
								D				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				to		T				
								M				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				from		J				
								D				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				to		T				
								M				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				from		J				
								D				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				to		T				
								M				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				from		J				
								D				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				to		T				
								M				

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				from	J					
							D					
							to	T				
								M				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				from	J					
							D					
							to	T				
								M				

- 1) Limits refer to specific types of orders: **Internal** refers to the orders between the accounts of one Client at ING Bank Śląski S.A. made available in the ING BusinessOnLine System, **External** refers to the orders to the accounts other than client's accounts at ING Bank Śląski S.A., **Associated groups** refers to the orders between the accounts of the holding companies.
- 2) Please give a combination of signatures indispensable for the order/ application acceptance (for instance, A – one signature of the User from A Group is sufficient; AB – one signature of the User from A Group and one signature of the User from B Group are required). An acceptance scheme defined as [AB] means that to authorize the order/ application the system requires for one signature of the User from A Group or one signature of the User from B Group. An acceptance scheme defined as 2[AB] means that to authorize the order/ application there is possible to choose one of the following signatures combinations:
- signature of the User from A Group and signature of the User from B Group,
 - two signatures of the Users from A Group,
 - two signatures of the Users from B Group.
- 3) Scheme name, up to 10 signs.
- 4) **Limit type: J** – one-time transaction amount, **D** – total of the amounts of the daily transactions, **T** – total of the amounts of the weekly transactions, **M** – total of the amounts of the monthly transactions.

Hereby, we appoint each person mentioned herein as an attorney-in-fact for the performance of activities within the scope defined hereinafter.

Stamp and signatures of the persons duly authorized to make declarations of will on behalf of the Client		Signature of Bank employee	
Date		Date	
Filled in by the Bank			
Hereby, I confirm that the signatures conform to with the Signature Specimen Card /RUK:		DATE:	

D. Defining / modifying acceptance schemes to the applications in the ING BusinessOnLine system

CLIENT NUMBER (filled in by the Bank)

Defining acceptance schemes to the applications¹:

Adding	Modification	Deleting	Acceptance scheme ²	Scheme name ³	SCHEME EXPIRY DATE (if not filled in, it means that the scheme is valid for indefinite period)	
					FROM	TO
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

1) Applies to all applications available in the system: credit, cash management, trade finance, card and administration (including acceptance schemes and user's rights modification) applications.

2) Please give a combination of signatures indispensable for sending the application (for instance, for A combination – one signature of A type is sufficient; AA – two signatures of A type; AB – one signature of A type and one signature of B type are required).

3) Scheme name assigned by the System User, up to 10 signs.

Hereby, we appoint each person mentioned herein as an attorney-in-fact for the performance of activities within the scope defined hereinafter.

Stamp and signatures of the persons duly authorized to make declarations of will on behalf of the Client		Signature of Bank employee	
Date		Date	

Filled in by the Bank	
Hereby, I confirm that the signatures conform with the Signature Specimen Card /RUK:	DATE:

E. Specific rights of the User of the ING BusinessOnLine system

Name and surname of the User		PESEL / Identity Document Number	
<input type="checkbox"/>	Adding	<input type="checkbox"/>	Modification
<input type="checkbox"/>	Deleting		

We request for opening a profile for the Users of the following scope of rights:

ACCOUNTS

- | | | |
|-------------------------------------------|------------------------------------------------|------------------------------------------|
| <input type="checkbox"/> List of accounts | <input type="checkbox"/> History of operations | <input type="checkbox"/> Bank statements |
|-------------------------------------------|------------------------------------------------|------------------------------------------|

ORDERS MANAGEMENT

- | | |
|-------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> Review of orders | <input type="checkbox"/> History of orders |
|-------------------------------------------|--------------------------------------------|

TRANSFERS

- | | | |
|-------------------------------------------------------------------------|----------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> Domestic transfer | <input type="checkbox"/> FX transfer | <input type="checkbox"/> Internal transfer |
| <input type="checkbox"/> Transfer to ZUS (Social Insurance Institution) | <input type="checkbox"/> Tax transfer | <input type="checkbox"/> Review of standing orders |
| <input type="checkbox"/> New standing order | <input type="checkbox"/> Salary transactions | <input type="checkbox"/> Model transfers |

SETTLEMENTS

- | | | |
|----------------------------------------------------------------|--------------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Currency conversion – negotiated rate | <input type="checkbox"/> Disbursement of funds – domestic transfer | <input type="checkbox"/> Disbursement of funds – FX transfer |
| <input type="checkbox"/> Direct Debit – creditor | <input type="checkbox"/> B2B Direct Debit – creditor | <input type="checkbox"/> Direct Debit/ B2B Direct Debit – debtor |
| <input type="checkbox"/> SIMP | <input type="checkbox"/> CASH PROCESSING | <input type="checkbox"/> EWS |
| <input type="checkbox"/> Bank Payment Confirmation | <input type="checkbox"/> SWIFT statements | <input type="checkbox"/> MT 101 |

DEPOSITS

- | | | |
|------------------------------------------------------------------------|--------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> List of deposits | <input type="checkbox"/> New deposit | <input type="checkbox"/> History of the deposit account |
| <input type="checkbox"/> Bank statement related to the deposit account | | |

LOANS

- | | | |
|----------------------------------------------------------------|--------------------------------------------------|-----------------------------------------------|
| <input type="checkbox"/> Loan list | <input type="checkbox"/> Loan accounts | <input type="checkbox"/> Loan application |
| <input type="checkbox"/> Instructions to disburse credit funds | <input type="checkbox"/> Loan repayment schedule | <input type="checkbox"/> Loan account history |
| <input type="checkbox"/> Loan account statement | | |

CARDS

- | | | |
|-----------------------------------------------------------------|----------------------------------------------------|--------------------------------------------------------------------|
| <input type="checkbox"/> List of payment cards | <input type="checkbox"/> List of card transactions | <input type="checkbox"/> List of applications |
| <input type="checkbox"/> Bank statement related to card account | <input type="checkbox"/> Cards personalization | <input type="checkbox"/> General group (Grupa ogólna) ¹ |

TRADE FINANCE

- | | | |
|--------------------------------------------------------------|-------------------------------------------------------------------------------|----------------------------------------------------------------------|
| <input type="checkbox"/> Documentary credits list | <input type="checkbox"/> Documentary credit application | <input type="checkbox"/> Amendment of documentary credit application |
| <input type="checkbox"/> View applications | <input type="checkbox"/> Guarantees list | <input type="checkbox"/> Guarantee application |
| <input type="checkbox"/> Guarantee amendment application | <input type="checkbox"/> View applications | <input type="checkbox"/> Documentary collection cover application |
| <input type="checkbox"/> Purchase of receivables application | <input type="checkbox"/> Purchase of receivables application with file upload | |

APPLICATIONS

- | | |
|----------------------------------------------|------------------------------------------|
| <input type="checkbox"/> Applications review | <input type="checkbox"/> New application |
|----------------------------------------------|------------------------------------------|

NOTIFICATIONS

COMMUNICATIONS

ADMINISTRATION (boxes near functions in grey fields are permanently checked)

- | | | |
|-------------------------------------------------------------------------------|---------------------------------------------------------------|--------------------------------------------------------------------|
| <input checked="" type="checkbox"/> My rights | <input checked="" type="checkbox"/> History of the system use | <input checked="" type="checkbox"/> Address data |
| <input checked="" type="checkbox"/> Change of password | <input type="checkbox"/> Approval schemes | <input type="checkbox"/> Company's settings - Alias of the company |
| <input type="checkbox"/> Company's settings – Booking order of simple package | | |

TOOLS

- | | | |
|-----------------------------------------------------------------------|----------------------------------------------------------------------------|---------------------------------------------------------------------------|
| <input type="checkbox"/> Groups management | <input type="checkbox"/> Import templates | <input type="checkbox"/> Export templates |
| <input type="checkbox"/> Reports | <input type="checkbox"/> List of domestic contracting parties ² | <input type="checkbox"/> List of foreign contracting parties ² |
| <input type="checkbox"/> List of EWS contracting parties ² | <input type="checkbox"/> List of special beneficiaries | <input type="checkbox"/> List of Direct Debit/ B2B DD debtors |
| <input type="checkbox"/> List of Bank branches | <input type="checkbox"/> List of domestic banks | <input type="checkbox"/> List of foreign banks |
| <input type="checkbox"/> List of payment titles | <input type="checkbox"/> List of the Tax Offices | <input type="checkbox"/> List of contracting parties – read ² |

SUPERUSER

1) Right to view cards, which are in default group

2) Following sets of rights are possible:

- the user has full right to database (read and edit) and can manually enter beneficiary's data in transfer / EWS form – please mark only *List of domestic / foreign / EWS contracting parties*
- the user has full right to database, but he cannot manually enter beneficiary's data in transfer / EWS form – please mark both *List of domestic / foreign / EWS contracting parties* and *List of contracting parties – read*
- the user has read only right to database and he cannot manually enter beneficiary's data in transfer / EWS form – please mark only *List of contracting parties – read*
- the user has no right to database but he can manually enter beneficiary's data in transfer / EWS form – please do not mark *List of domestic / foreign / EWS contracting parties* either *List of contracting parties – read*

Hereby, we appoint each person mentioned herein as an attorney-in-fact for the performance of activities within the scope defined hereinafter.

Stamp and signatures of the persons duly authorized to make declarations of will on behalf of the Client		Signature of Bank employee	
Date		Date	

Filled in by the Bank	
Hereby, I confirm that the signatures conform with the Signature Specimen Card /RUK:	DATE:

F. Creation of holding in the ING BusinessOnLine system

Holding – a group of companies connected virtually in the System. The User working in the Holding context has an access to all companies without the need to change the context.

CLIENT NUMBER (filled in by the Bank)										
----------------------------------------------	--	--	--	--	--	--	--	--	--	--

Hereby, the Client applies for creating **HOLDING** in the ING BusinessOnLine system named:

New HOLDING	
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Hereby, the Client applies for adding the Company from the Client's Data table to the HOLDING named:

HOLDING	
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Stamp and signatures of the persons duly authorized to make declarations of will on behalf of the Client		Signature of Bank employee	
Date		Date	
Filled in by the Bank			
Hereby, I confirm that the signatures conform with the Signature Specimen Card /RUK:		DATE:	

G. Defining the Users' security policy

CLIENT NUMBER (filled in by the Bank)

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Hereby, the Client applies for making the System available to the mentioned herein below Users according to the security policies specified below:

Name		Surname	
PESEL / Identity Document Number			
<input type="checkbox"/> Adding	<input type="checkbox"/> Modification	<input type="checkbox"/> Deleting	
IP			
Days of the week	<input type="checkbox"/> Monday		
	<input type="checkbox"/> Tuesday		
	<input type="checkbox"/> Wednesday		
	<input type="checkbox"/> Thursday		
	<input type="checkbox"/> Friday		
	<input type="checkbox"/> Saturday		
	<input type="checkbox"/> Sunday		
Time¹	From		To

Name		Surname	
PESEL / Identity Document Number			
<input type="checkbox"/> Adding	<input type="checkbox"/> Modification	<input type="checkbox"/> Deleting	
IP			
Days of the week	<input type="checkbox"/> Monday		
	<input type="checkbox"/> Tuesday		
	<input type="checkbox"/> Wednesday		
	<input type="checkbox"/> Thursday		
	<input type="checkbox"/> Friday		
	<input type="checkbox"/> Saturday		
	<input type="checkbox"/> Sunday		
Time¹	From		To

1) Time scope refers to logging to the system by the user. If the user crosses the cut off time during his work he will not be automatically logged off from the system.

Stamp and signatures of the persons duly authorized to make declarations of will on behalf of the Client		Signature of Bank employee	
Date		Date	
Filled in by the Bank			
Hereby, I confirm that the signatures conform with the Signature Specimen Card /RUK:			DATE: