



TERMS AND CONDITIONS

1. The Terms and Conditions must be signed by the signatories on the account, in consideration of the most recent signing instructions issued by you and accepted by the Bank.
2. All cheques must be produced in keeping with Bank of Saint Lucia (BOSL) cheque standards and specifications as outlined in Bank of Saint Lucia's Cheque Printing Specification Guide.
3. Should you choose to select an independent cheque printing company, it is expected that you will conduct the usual due diligence and background security checks on the selected cheque printing company prior to entering into any agreement with them. Should you so desire it, the Bank can recommend specific cheque printing companies who have the capacity/technology to produce your customized cheques.
4. The bank will not allow the use of the bank logo on cheques printed by customers whether internally or outsourcing to printers. If your company is currently in possession of an electronic copy of the Bank's logo then you agree to remove it from your cheque printing software and discard of this copy responsibly.
5. Approval for use of the cheque must be received from the Bank before it is used by your company.
6. The Bank is not responsible for any costs incurred by you or your agents in the production of your cheques.
7. The Bank is not responsible for anomalies which may appear on your cheques as a result of the printing process. You are advised to scrutinize in detail, the front and back of the printed cheques for anomalies such as,
 - a) The correctness of the account number;
 - b) The numerical order of your cheque sequence numbers;
 - c) Sufficient lines for multiple signatures, if applicable.
8. The Bank may charge you/your company for any administrative costs incurred in processing cheques that are not compliant with our cheque specifications.
9. You will put the necessary measures in place for reconciliation purposes as paid cheques will not be included in bank statements.
10. You must exercise the usual caution and implement the usual security measures in storing your cheques. Arrangements may be made with the Bank to provide storage facilities for your cheque supply.



AGREEMENT

I hereby certify that I have read and agree to the terms and conditions stated above.

COMPANY NAME: _____

COMPANY ADDRESS: _____

CONTACT INFORMATION: Tel #: _____ E-mail: _____
Fax #: _____ URL: _____

Account Number(s): _____

Name of Authorized Signatory(s)	Signature	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____