

CHECKLIST TO BE USED BY ACCOUNTOR FINAGO ABF FOR PROCOUNTOR *To be completed for implementation of Cash Management Services in Nordea.*

Please contact kundservice@finago.com enclosing this sheet completed. This unit will ensure the relevant local branch will get in contact with your customer. It is important that you indicate the email and phone no. Nordea should contact Procountor if questions arise.

General information

- **Required information before account opening:** Know Your Customer documentation will be sent out by Nordea upon contact and certified copies of owner/owners ID:s of the firm needs to be provided to Nordea. This is a legal requirement from the Swedish Financial Supervisory Authorities to be able to open a swedish bank account. Nordea will also require e.g. a business plan and recommendation letters for involved parties. When completed and approved, local service-agreements and eGateway schedule 4 will be provided to your customer.

Questions

- **Organizational number and name of the Procountor customer?**

- **Contact person/details for the Procountor customer? Name, phone and email.**

- **Incoming Payments (Total IN):** For this service Nordea needs to know the following;
 - Does your customer wish to open an OCR-account or a regular Plusgiro account? An OCR-account requires that the senders' reference in a payment is in OCR structure to ensure it to be credited. Otherwise it might get rejected.

 - If an OCR-account is not to be used, which references should Nordea search for and present to Procountor? Please specify the length, if the reference always starts with certain digits or in what way Nordea should search for the relevant reference in the senders' reference field. Please see the possible search methods in the pricelist.

- **Preferred language for agreements? (English or Swedish)**

Additional questions if your customer already hold a plusgiro account

- **Incoming Payments:**
 - Does your customer hold an existing Plusgiro or/and Bankgiro account(s) in Nordea which you wish to use for incoming payments? Please specify the account(s) or advise if they wish to open a new account or Bankgiro number:

- **Outgoing Payments:**
 - Does your customer wish to use an existing Plusgiro in Nordea for outgoing payments? Please specify the account(s):
