

## Vendor Application Form

### Vendor Trading Details

<b>Supplier Name</b>	
<b>Trading Name (if different)</b>	
<b>Address</b>	
<b>Phone No</b>	
<b>Email Address for remits</b>	
<b>VAT No</b>	
<b>Business of Supplier</b>	
<b>Contact Name</b>	
<b>Position in organisation</b>	
<b>Signature</b>	

### Bank Account Information for EFT

<b>Bank Name</b>	
<b>Branch</b>	
<b>Bank Account No.</b>	
<b>Sort Code</b>	
<b>IBAN No</b>	
<b>BIC / SWIFT No.</b>	
<b>Standard Settlement Instructions (SSIs) supplied on headed paper (required)</b>	

**Privacy Notice**

The National Oil Reserves Agency (NORA) will process your personal data in accordance with applicable data protection laws for the purposes of establishing an account with us. For information regarding your data protection rights and how to contact the NORA Data Protection Officer, please refer to the NORA Privacy and Cookie Policy which is available at [www.nora.ie](http://www.nora.ie).

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Currency(s) of Invoice	
Sage supplier code	
Default Sage nominal charge code	
Default tax code	
Credit Limit €	
Tax Clearance Cert Required (Y/N) over €10,000	
Professional Services Firm – PSWT deducted (Y/N)	

ITEM	Name/Signatory	Date
NORA staff member requesting set up and confirming that appropriate procurement procedures were followed in choosing the supplier. (If procedures were not followed, provide details in comments section below.)		...../...../.....
CEO/FC Signature:		...../...../.....
Set up on supplier ledger on Sage:		...../...../.....
Set up on BOI Banking Online:		...../...../.....

Comments:
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