**Schedule 3**  
Account details for remittance of Grant

**Requested by Endangered Archives Programme**

|  |  |
| --- | --- |
| Contact tel no\* | *x7623 (Ruth Hansford)* |
| Email address\* | [*Ruth.hansford@bl.uk*](mailto:Ruth.hansford@bl.uk) |
| Date submitted\* | *(To be added by EAP team)* |

Payment Terms: IMMEDIATE

**Supplier Information.** Grant Holder / Host Institution to complete and return to: [ruth.hansford@bl.uk](mailto:ruth.hansford@bl.uk))

*NB: Grant Holders must provide evidence of bank account details to ensure timely grant payments. This can include a copy of bank statement with the transactions redacted, a blank cheque or paying-in slip.*

|  |  |
| --- | --- |
| New Supplier? | *Y / N* |
| Grant Holder Details | *EAP\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |
| Grant Holder name / institution |  |
| Address – general |  |
| Address – payment (if different) |  |
| Telephone |  |
| Contact name and email address | *Remittance: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *PO:* [*ruth.hansford@bl.uk*](mailto:ruth.hansford@bl.uk) |
| Currency | *GBP* |
| Bank Account Name |  |
| Bank details UK suppliers only | *Bank name:*  *Sort code:*  *Account number:* |
| Bank details International suppliers  *Note that banks* ***must*** *be able to receive payments in GBP* | *IBAN:*  *Swift:*  *Account number:*  *Routing number or IFSC (for India) if applicable:* |
| Intermediary Bank details. International suppliers  *The grant holder must check that the third-party intermediary bank accepts GBP payments.* | *IBAN:*  *Swift:*  *Account number:* |