

# Your Guide to Business Banking



Visit [ptsb.ie](http://ptsb.ie)

**ptsb**



# Contents

Supporting Business Customers	1
Daily Banking	3
Borrowing Options	6
Asset Finance	20
Other Services	27
Ways to Bank	33
Opening Accounts and Applying to Borrow	35
Processing Your Application to Borrow	39
Supporting Your Business	41
Other Information	43

# Supporting Business Customers in the Community

At PTSB we believe in the power of personal relationships and we are dedicated to giving real support to small and medium-sized businesses in Ireland.

For us, Business Banking is about supporting our customers on an individual basis. Our dedicated Business Banking Team is available through our extensive local branch network nationwide and over the phone to discuss the needs of your business.

This guide will inform you on our range of Business Banking products, how we serve our business customers and how to apply for one of our products or services.

## Central Bank (Supervision & Enforcement) Act 2013 (Section 48) (Lending to Small & Medium Sized Enterprises) Regulations 2015 as amended

1. Business Lending to Small and Medium-Sized Enterprises is subject to the above regulations which are available for review in the Regulation (Consumer Protection) section of the Central Bank's website at [www.centralbank.ie](http://www.centralbank.ie).
2. The Central Bank of Ireland has also published, A Guide for Micro and Small Enterprises and Guarantors 2016, a copy of which is also available in the same section at [www.centralbank.ie](http://www.centralbank.ie).

## Definitions

### **Micro and Small Enterprises**

Micro and Small Enterprises means those which employ fewer than 50 persons and which have:

- (a) annual turnover not exceeding €10 million; and/or
- (b) balance sheet total not exceeding €10 million.

### **Micro, Small and Medium-Sized Enterprise**

Micro, Small and Medium-Sized Enterprise means an enterprise which employs fewer than 250 persons and which has either or both of the following:

- (a) an annual turnover not exceeding €50 million;
- (b) an annual balance sheet total not exceeding €43 million.

# Daily Banking

Your day-to-day Business Banking is easily managed with our Business Current Account, complete with a range of services to help you manage your cash flow and expenses.

## Business Current Account

- Simple payments - ways to make payments and pay bills
- Business Visa Debit Card - Contactless Card for everyday purchases
- Access to dedicated Business24 Online Banking
- Apply for a Business Overdraft - manage your cash flow
- Chequebook and lodgement book available upon request
- Cash and Coin lodgement service available
- If you are a Sole Trader, Partnership or a Limited Company, you can apply for a Business Current Account through our online application process

Accounts are subject to transaction fees and quarterly charges; please see our Terms & Conditions and Personal & Business banking charges booklets for further information. The process of opening an account is subject to proof of identification and address.



## Visa Business Debit Card

- Pay for goods online, over the phone and in over 30 million stores worldwide
- Additional security for purchases online with Verified by Visa/Visa Secure
- Mobile Payments  
With your payment-enabled mobile device you have the freedom to securely spend without a €50 limit, touchfree. Use your Apple device to pay with your Visa Debit Card wherever you see the Apple Pay or contactless logo in store, online or in-app. Simply log in to the PTSB app or Apple Wallet to register
- Use your Android device to pay with your Visa Debit Card wherever you see the Google Pay or contactless logo in store, online or in-app. Download Google Pay and follow the instructions to register
- Available to sole traders, limited companies and partnerships

**Note: Contactless will be available once you perform a chip and pin transaction at an ATM or a retailer. Occasionally you will be asked for your PIN as an additional security measure.**

---

Terms and conditions apply. Transaction fees are charged on ATM withdrawals in a euro currency outside of the EU and on all non-euro currency withdrawals. Transaction fees are charged on debit card transactions performed in a euro currency outside of the EU and on all non-euro currency transactions. Please see our Terms and Conditions and Personal and Business banking charges booklets for full details. Apple Pay is available on all PTSB Visa Debit and Visa Credit Cards. This service is provided by Apple, registration is required. Terms and Conditions apply. Devices and software must be compatible. For a list of compatible devices, see ptsb.ie/ApplePay. Google Pay is available on all PTSB Visa Debit and Credit Cards. This service is provided by Google, registration is required. Terms and Conditions apply. These Digital Wallet Terms & Conditions are in addition to our general Terms and Conditions that apply to your PTSB account and Mobile App. Google Pay is a trademark of Google LLC.

## Business24 Online Banking

- View account balances and transactions
- No on-going subscription fees for use
- Transfer funds between your accounts, domestically and within the Eurozone
- Set up and manage third-party payees, standing orders and utilities
- Search and filter transaction history for up to 12 months by amount, date and description
- Manage payroll and suppliers using our Bulk Payment facility by uploading a payment file rather than setting up each transaction individually every month. This is provided through our partner Sentential and can be accessed through Business24.ie

---

**Note: Transaction limits apply to payments made from business accounts. Transaction fees may apply. For further information please see our Terms & Conditions and Personal & Business banking charges booklet.**

---

## Thinking of switching to us?

Ask about our dedicated switching service for business customers.

# Borrowing Options

We offer simple lending products that suit whatever you need for your business. From short term borrowing for working capital needs to medium term borrowing for upgrading/replacing equipment or business assets, to more long term borrowing for purchasing or expanding your business premises.



## Business Overdraft

- Provides flexible funding for working capital needs
- Facilities available from €1,000
- Interest Only Charges on the balance you are overdrawn
- Competitive variable interest rate applies

---

**Note: Lending criteria and terms and conditions apply. Approval for a Business Overdraft is subject to repayment capacity assessment and other lending criteria. Over 18s and Republic of Ireland Residents only.**

---

Your credit rating with PTSB may also be impacted where you have previously been refused an application for credit with PTSB.

Note: Business Overdrafts are subject to a facility fee charged upon use and annually thereafter. Security may be required, which may incur legal costs for the borrower.

Please see our Terms & Conditions and Personal & Business banking charges booklets for full details.

**WARNING: THE COST OF YOUR REPAYMENTS MAY INCREASE**

**WARNING: IF YOU DO NOT MEET THE REPAYMENTS ON YOUR CREDIT FACILITY AGREEMENT, YOUR ACCOUNT WILL GO INTO ARREARS. THIS MAY AFFECT YOUR CREDIT RATING, WHICH MAY LIMIT YOUR ABILITY TO ACCESS CREDIT IN THE FUTURE.**



## Business Term Loan

- Available for investing in business assets or upgrading equipment
- Finance available from €5,000
- Long and Short term loans – terms available up to 10 years
- Competitive variable interest rate applies

---

**Note: Security may be required, approval is subject to repayment capacity assessment and other lending criteria. Terms and conditions apply. Over 18s and Republic of Ireland Residents only.**

---

An upfront facility fee of up to 1% of the loan amount (subject to a minimum fee amount of €100) may be charged at the discretion of the bank on Business Term Loans.

**WARNING: THE COST OF YOUR REPAYMENTS MAY INCREASE**

## Business Mortgage Loan

- Fund the purchase, extension or refurbishment of your business premises
- Range of terms available up to 15 years, where agricultural land is being purchased terms of up to 20 years may be considered
- Maximum Loan to Value (LTV) of 70% applies

---

**Note: Approval is subject to repayment capacity assessment and other lending criteria. Over 18s and Republic of Ireland Residents only.**

---

An upfront facility fee of up to 1% of the loan amount (subject to a minimum fee amount of €100) may be charged at the discretion of the bank on Business Mortgage Loans.

### Variable Rate

- Finance available from €50,000
- Provides the most flexibility in terms of repayment
- You can increase your repayments, use a lump sum to pay off all or part of your mortgage, or even pay off your mortgage without paying any fixed rate breakage fees
- Keep in mind that because variable rates can rise and fall, your mortgage repayments can go up or down during the term of your loan

**WARNING: THE COST OF YOUR REPAYMENTS MAY INCREASE**

**WARNING: THE ENTIRE AMOUNT THAT YOU HAVE BORROWED WILL STILL BE OUTSTANDING AT THE END OF THE INTEREST-ONLY PERIOD.**

### Fixed Rate

- Finance available from €50,000
- Fixed Rate for 5 years for SME Customers seeking a new loan facility
- A Fixed Rate Mortgage means you know exactly what your interest rate is and how much your repayment will be for the duration of your fixed rate term
- A fixed rate means your repayment will not increase or decrease during your fixed rate term. By fixing your interest rate you could miss out on lower interest rates and lower repayments during your fixed rate period
- Once your fixed rate term has expired, your interest rate will mature to the prevailing relevant Standard Variable Rate as available from PTSB at that time. We will be in touch with you with options in advance
- If your rate is fixed and you want to switch to another lender, move to a variable rate, re-mortgage or pay off all or part of your mortgage, you could face early repayment 'breakage fees'

**WARNING: YOU MAY HAVE TO PAY CHARGES IF YOU REPAY EARLY, IN FULL OR IN PART, A FIXED-RATE CREDIT FACILITY.**



## SBCI Growth and Sustainability Loan Scheme

At PTSB we are here to provide opportunities for your business to unlock potential and grow. That's why we have partnered with the Strategic Banking Corporation of Ireland (SBCI) to provide the Growth and Sustainability Loan Scheme (GSLS).

The Growth and Sustainability Loan Scheme is established and offered by the Strategic Banking Corporation of Ireland and benefits from a guarantee that has been provided by the European Investment Bank Group (EIBG), with support from the Department of Enterprise, Trade and Employment (DETE) and the Department of Agriculture, Food and the Marine (DAFM).

The Growth and Sustainability Loan Scheme is a long-term, low-cost scheme aimed at supporting eligible businesses, including farmers and fishers, when investing in their growth and resilience or climate action and environmental sustainability.

---

**The scheme will run until the 30th of June 2026 or until it is fully subscribed. Currently, the Scheme is paused for new applicants as of Friday, 25 April 2025.**

---

## **Scheme Objectives**

The GSLS provides SMEs and Small Mid-Caps\*, including farmers and fishers, with long-term financing to either encourage the growth and resilience of their business or improve their performance in terms of climate action and environmental sustainability.

\*Please see Who can Apply section for full definition of SMEs and Small Mid-Caps

### **Loans can be used for:**

- Investments in tangible or intangible assets
- Buildings or premises upgrades (like the addition of solar panels or insulation)
- Machinery or equipment (like agricultural machinery)
- Automation and control technology (like smart meters)
- Research and development
- Business expansion (including exploring new markets or developing new products or service lines)
- Premises improvement
- Process innovation

## **Scheme Features**

- Loan amounts from €25,000 to a maximum of €3,000,000 per borrower (loan amounts are dependent on aid intensity and State aid thresholds)
- Loan terms from 7 years up to a maximum of 10 years
- Loans are unsecured up to and including €500,000; loans above €500,000 will be secured
- Personal guarantees for loans in excess of €500,000 are limited up to 20% of the loan amount
- Loans may only be used for long-term investments for business growth and resilience or long-term investment in climate action and environmentally sustainable measures

- Additional discounted rate for loans for climate action and environmentally sustainable purposes (see rates table for more detail)
- Variable interest rate loans
- Capital and interest moratoria (up to 90 days) are permitted within the Scheme (subject to Bank approval)

For more information about the features of the scheme, please visit the SBCI Growth and Sustainability Loan Scheme website at <https://sbsci.gov.ie/products/growth-and-sustainability-loan-scheme>

### Eligible Loan Purposes

Loans will be allowed for the following purposes:

- An investment allowing for the growth and resilience of an eligible business (including a Green Enterprise), including but not limited to investments in process and organisational innovation ("Growth and Resilience Investment")
- An investment in environmentally sustainable measures as will be defined in the Climate Action and Environmental Sustainability Criteria

For the full list of Eligibility Criteria, please check the SBCI website at <https://sbsci.gov.ie/products/growth-and-sustainability-loan-scheme>

## Interest Rates

The following interest rates are available:

Climate Action and Environmental Sustainability Loan	Growth and Resilience Loan
Borrowing from €25,000-<€250,000	5.312%
Borrowing from ≥€250,000-<€500,000	5.312%
Borrowing from ≥€500,000-=€3,000,000	4.062%

Representative Examples:

Climate Action and Environmental Sustainability Loan	Interest Rate	Amount	Term	Monthly Repayment	Total Cost of Credit	Total Amount to be repaid
€25,000-<€250,000	5.312%	€100,000	7 Yrs	€1,428.10	€19,960.21	€119,960.21
≥€250,000-<€500,000	5.312%	€425,000	8 Yrs	€5,443.82	€97,606.75	€522,606.75
≥€500,000-=€3,000,000		€750,000	10 Yrs	€7615.50	€163,860.54	€913,60.54

Growth and Resilience Loan	Interest Rate	Amount	Term	Monthly Repayment	Total Cost of Credit	Total Amount to be repaid
€25,000-<€250,000	5.562%	€100,000	7 Yrs	€1,439.95	€20,955.71	€120,955.71
≥€250,000-<€500,000	5.562%	€425,000	8 Yrs	€5,494.91	€102,511.23	€527,511.23
≥€500,000-=€3,000,000	4.312%	€750,000	10 Yrs	€7,705.09	€174,611.04	€924,611.04

## Who Can Apply?

Viable SME and Small Mid-Cap businesses, including farmers and fishers, that meet the eligibility criteria.

SMEs are defined by the standard EU definition contained in Commission Recommendation 2003/361/EC as enterprises that:

- have fewer than 250 employees
- have an annual turnover not exceeding €50 million and/or an annual balance sheet total not exceeding €43 million
- are independent and autonomous, and not part of a wider group of enterprises
- have less than 25% of their capital held by public bodies

A Small Mid-Cap is an enterprise that is not an SME but has fewer than 500 employees.

In addition, in order to be eligible for the scheme, SMEs must be established in an EU Member State and operating in the Republic of Ireland.

### **Who Cannot Apply?**

An SME or Small Mid-Cap that:

- does not satisfy the eligibility criteria (see section below)
- is bankrupt or being wound up or having its affairs administered by courts
- is subject to, or fulfils the criteria under domestic law for being placed in, collective insolvency proceedings
- in the last five years has entered into an arrangement in the context of being bankrupt, or wound up, or having its affairs administered by courts, or has been the subject of a final judgment or final administrative decision for being in breach of its obligations relating to the payment of taxes or social security contributions, or it or any of the persons having powers of representation, decision-making or control over it has been convicted by a final judgment or a final administrative decision for grave professional misconduct, where such conduct denotes wrongful intent or gross negligence, or it or persons having powers of representation, decision-making or control over it has been the subject of a final judgment for fraud, corruption, participation in a criminal organisation, money laundering or terrorist financing, terrorist offences or offences linked to terrorist activities, or inciting, aiding, abetting or attempting to commit such offences, or child labour and other forms of trafficking in human beings
- has a substantial focus in one or more of the excluded activities or restricted sectors, or
- has been convicted of an offence or subject to a ruling concerning professional conduct, fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity where such illegal activity is detrimental to the EU's financial interest.
- For limited companies who do not have their annual filings up to date, any company that is overdue must bring these up to date with the CRO before applying.

## **Eligibility Criteria**

An SME or Small Mid-Cap must satisfy all of the following criteria:

- It is established in an EU Member State and operating in the Republic of Ireland
- It does not have a substantial focus on one or more excluded sectors
- It is not established in a non-compliant jurisdiction
- It is not delinquent or in default in respect of any other loan or lease either granted by the on-lender or by another financial institution unless (i) it has been delinquent for less than 20 days and (ii) such delinquency does not dissuade the on-lender from lending to the SME in accordance with its credit policy
- It is not engaged in any illegal activities
- It is not a sanctioned person or in breach of restrictive measures
- It is not subject to any preferential tax measure regarded as harmful under the EU list of non-cooperative jurisdictions for tax purposes

## **Excluded Activities**

Applicants must not use the loan proceeds for:

- refinancing of existing term loan debt
- financing of specific export operations
- financing current expenditure linked to the export activity
- financing contingent upon the use of domestic over imported products
- financing of land or property purchases, including agricultural land
- financing to support the purchase of livestock
- financing the establishment and operation of a distribution network in other Member States, or
- additional restrictions apply to loans covered by Article 14 of the Agriculture Block Exemption Regulation ("ABER").

For a full list of excluded activities please visit SBCI website at <https://sbsci.gov.ie/products/growth-and-sustainability-loan-scheme>

Before you apply, make sure that your business qualifies for the scheme.

### **State Aid**

The Growth and Sustainability Loan Scheme operates under the following State aid measures:

#### **De Minimis Regulation**

- Small Mid-Caps.
- SMEs borrowing funds for climate action and environmental sustainability measures.

#### **Article 17 of the General Block Exemption Regulation (GBER)**

- SMEs borrowing funds to invest in growth and resilience measures.

#### **Article 29 of the General Block Exemption Regulation (GBER)**

- SMEs in the fishery and aquaculture sector implementing process and organisational innovation projects.

#### **Articles 14 of the Agriculture Block Exemption Regulation (ABER)**

- SMEs active in the primary production of agricultural products.

#### **Articles 17 of the Agriculture Block Exemption Regulation (ABER)**

- SMEs active in the processing of agricultural products and the marketing of agricultural products.

For a more extensive description of the State aid measures applicable to the scheme, visit the <https://sbsci.gov.ie/products/growth-and-sustainability-loan-scheme>

### **NACE Codes**

NACE is the standard system used in the European Union for classifying business activity.

Download a list of NACE Codes applicable for the Scheme at [https://sbsci.gov.ie/uploads/general/GSLS\\_NACE-Codes.pdf](https://sbsci.gov.ie/uploads/general/GSLS_NACE-Codes.pdf)

## How To Apply

### Step 1

Applicants must first register (or login) on the SBCI Hub at <https://hub.sbsci.gov.ie/> and submit an online Eligibility Application Form to check if they can access the scheme. Once the online form is completed, successful applicants will be issued with an eligibility code.

### Step 2

The applicant must provide this eligibility code to their local Business Lending Advisor or their Business Relationship Manager, when submitting their credit application.

**Please note that the SBCI eligibility code is not a guarantee of credit approval and does not oblige PTSB to provide finance.**

Call 0818 200 100 to make an appointment with your local Business Lending Advisor or your Relationship manager. For customers with a Business Relationship Manager you can apply for the Growth and Sustainability Loan Scheme through your Business Relationship Manager.

Approval of loans is subject to each of the participating on-lender's credit criteria, policies and procedures.

**WARNING: THE COST OF YOUR REPAYMENTS MAY INCREASE**

**WARNING: THE ENTIRE AMOUNT THAT YOU HAVE BORROWED WILL STILL BE OUTSTANDING AT THE END OF THE INTEREST-ONLY PERIOD.**

**WARNING: IF YOU DO NOT MEET THE REPAYMENTS ON YOUR CREDIT FACILITY AGREEMENT, YOUR ACCOUNT WILL GO INTO ARREARS. THIS MAY AFFECT YOUR CREDIT RATING, WHICH MAY LIMIT YOUR ABILITY TO ACCESS CREDIT IN THE FUTURE.**



Aonach oifigiúil aistí a Bóistíteáil  
Corporated Business Entity Statement to the Minister  
Társasáig Teangeolaíochta  
Strategic Banking Corporation of Ireland



Rialtas na hÉireann  
Government of Ireland

### Important Information

The Growth and Sustainability Loan Scheme (GSLs) is established and offered by the Strategic Banking Corporation of Ireland (SBCI) and benefits from a guarantee that has been provided by the European Investment Bank Group (EIBG), with support from the Department of Enterprise, Trade and Employment (DETE) and the Department of Agriculture, Food and the Marine (DAFM). Lending criteria, terms and conditions apply. Variable interest rates apply and are subject to change. Please see our Terms & Conditions and Personal & Business banking charges booklets for full details. Approval is subject to repayment capacity assessment and other lending criteria. Over 18s and Republic of Ireland Residents only. SBCI Eligibility Criteria will apply. Satisfaction of SBCI Eligibility Criteria will not guarantee loan approval. Security may be required, which may incur legal costs for the borrower. Your credit rating with PTSB may also be impacted where you have previously been refused an application for credit with PTSB.

The borrower's name and other details such as the Loan Amount, Drawdown Date and quarterly updates on the performance of the loan will also be disclosed to the Strategic Banking Corporation of Ireland (SBCI) for validation and reporting purposes. For more information on how we use your personal data, your rights in relation to your personal data, and the contact details of our Data Protection Officer, please see our Data Protection Notice.

For information on how the SBCI handles personal data, including information about your data protection rights (in respect of the SBCI) and the contact details of the SBCI's data protection officer, please refer to the SBCI's data protection notice at <https://sbcı.gov.ie/data-protection-notice>

For other queries, or to book an appointment to discuss alternative borrowing options, please call 0818 200 100 or (01) 215 1363, lines are open from 9am to 5pm Monday to Friday (excluding bank holidays), and from 10am to 2pm Saturdays and Sundays.



# Asset Finance

PTSB Asset Finance are committed to supporting our customers within the Republic of Ireland and have a range of solutions for your Asset Finance needs.

#### **Asset Finance Product Offering:**

- Business Hire Purchase
- Finance Leasing
- Contract Hire
- Unit Stocking

We also offer Consumer Hire Purchase for personal customers.

#### **Business Hire Purchase**

Hire Purchase helps you to purchase an asset through regular fixed instalment payments, allowing you to grow your business while alleviating pressure on your cash flow. With Hire Purchase, you can spread the cost of purchasing new or updated equipment, technology and vehicles.

- 10% deposit/equity required
- Minimum loan amount of €10,000
- Fixed interest rates
- Payments can be structured to fit with your cash flow needs.
- Your business may be able to claim the available capital allowances.
- Your business may be able to offset the interest charges against trading profit.
- On payment of all instalments and a nominal purchase instalment of €63.33, you will automatically own the asset

### **Important Information:**

All statements concerning taxation are based on best understanding of current legislation. Levels and basis of taxation can change at any time. This information does not constitute legal, tax, financial planning or any other advice

Once all regular fixed instalment and the purchase fee has been paid, you will automatically own the vehicle.

There is no option to extend the term. You will need to insure and maintain the asset. You will need to pay all rentals including any larger final payment ("balloon payment"). You bear the risks and rewards associated with ownership of the asset. The asset and liability will be recorded on your balance sheet.

Should you wish to terminate the agreement early, PTSB Asset Finance can provide you with an early termination figure. You should seek independent advice to determine if this product is suitable for you.

Documentation Fee of €120.00 will be charged with the first repayment and an additional Purchase Fee of €63.33 payable with the final repayment. Additional fees may apply for early repayment of a fixed rate agreement or if an account falls into arrears.

Available to over 18s only. Republic of Ireland only. Security and/or guarantees and indemnities may be required. Fees and charges apply. Lending criteria, terms and conditions apply. Subject to credit approval. Lending is for business purposes only.

PTSB Asset Finance will appoint some suppliers as introducers of new business and will pay these suppliers a commission/fee for introducing the new business. Where a commission/fee has been paid to a

supplier, it will be disclosed under the 'Goods Details' section of your Asset Finance Agreement.

You may end your Agreement by giving notice to PTSB Asset Finance.

You can then either

- Purchase the car at the amount calculated within the Termination section of your finance Agreement; or
- Paying any instalments that are in arrears at the time of your notice and a settlement figure. The amount of the settlement figure will depend on how much you have already paid in installments. How this is calculated is detailed within the Termination section of the Agreement.

For more information and to find out how we can help, please visit [www.ptsb.ie/asset-finance](http://www.ptsb.ie/asset-finance)

### **Relationship Managers**

Contact a dedicated Relationship Manager in your preferred location today by visiting [www.ptsb.ie/asset-finance](http://www.ptsb.ie/asset-finance) or alternatively contact PTSB Asset Finance directly on 0818 210 263. Lines open Monday to Friday 9am to 5pm (excluding public holidays).

**WARNING: YOU MAY HAVE TO PAY CHARGES IF YOU PAY OFF A HIRE PURCHASE AGREEMENT EARLY.**

**WARNING: IF YOU DO NOT MEET THE REPAYMENTS ON YOUR CREDIT FACILITY AGREEMENT YOUR ACCOUNT WILL GO INTO ARREARS, THIS MAY AFFECT YOUR CREDIT RATING, WHICH MAY LIMIT YOUR ABILITY TO ACCESS CREDIT IN THE FUTURE.**

## **Finance Leasing**

A finance lease is a medium term rental agreement usually (3-5 years) whereby the Bank buys the assets your business needs and as owner leases them to you over a given period. At the end of the lease period you can either extend the lease by paying a small annual rental or buy the asset outright in a seamless process, from a Leased Assets Disposal Company (which will have acquired the asset from the bank). Finance leases are only available to business customers and allow businesses to show the value of the asset on their balance sheet.

- Minimum loan amount €10,000
- 10% deposit/equity required
- Payments can be structured to fit with your cash flow needs
- Fixed interest rates
- Lease rentals are usually deductible against taxable profits
- VAT is charged on the rentals and this may be reclaimed (subject to your VAT status)

### Important information

All statements concerning taxation are based on best understanding of current legislation. Levels and basis of taxation can change at any time.

You will need to insure and maintain the asset. You will need to pay all rentals including any larger final payments ("balloon payment"). You bear the risks and rewards associated with ownership.

The asset and liability will be recorded on your balance sheet. Should you wish to terminate the agreement early PTSB Asset Finance will provide you with an early termination figure. You should seek independent advice to determine if this product is suitable for you.

This information does not constitute legal, tax, financial planning or any other advice.

Documentation Fee of €120.00 plus VAT will be charged with the first repayment. Additional fees may apply for early repayment of a fixed rate agreement or if an account falls into arrears.

Fees and charges apply. Available to over 18s only. Republic of Ireland only. Security and/or guarantees and indemnities may be required. Lending criteria, terms and conditions apply. Subject to credit approval. Lending is for business purposes only.

For more information and to find out how we can help, please visit [www.ptsb.ie/asset-finance](http://www.ptsb.ie/asset-finance)

### Relationship Managers

Contact a dedicated Relationship Manager in your preferred location today by visiting [www.ptsb.ie/asset-finance](http://www.ptsb.ie/asset-finance) or alternatively contact PTSB Asset Finance directly on 0818 210 263. Lines open Monday to Friday 9am to 5pm (excluding public holidays).

**WARNING: YOU MAY HAVE TO PAY CHARGES IF YOU REPAY EARLY, IN FULL OR IN PART, A FIXED-RATE CREDIT FACILITY.**

**WARNING: IF YOU DO NOT MEET THE REPAYMENTS ON YOUR CREDIT FACILITY AGREEMENT YOUR ACCOUNT WILL GO INTO ARREARS, THIS MAY AFFECT YOUR CREDIT RATING, WHICH MAY LIMIT YOUR ABILITY TO ACCESS CREDIT IN THE FUTURE.**

## Contract Hire

A Contract Hire agreement is a method of funding the use of an asset over an agreed period. You will not own the asset at the end of the contract and the assets will need to be returned to the supplier.

In conjunction with one of our authorised asset suppliers, PTSB Asset Finance's Contract Hire Product offers a complete asset funding solution. This product is suitable for business customers only.

- Lower monthly rentals as Contract Hire incorporates a residual value (estimated value at the end of the contract).
- Minimum loan amount €10,000
- Facilitates the use of an asset without taking ownership.
- Rentals are usually deductible against taxable profits.
- Rentals can be tailored to meet cash flow needs.
- Spread the cost of the asset in line with its value to your business.
- No initial cash deposit or costs on disposal.
- Protected from any risks of an asset losing value.
- VAT is charged on the rentals.

### Important information

All statements concerning taxation are based on best understanding of current legislation. Levels and basis of taxation can change at any time. This information does not constitute legal, tax, financial planning or any other advice. You will not own the asset at the end of the contract. Certain return conditions may apply.

You will need to insure and maintain the asset. You should seek independent advice to determine if this product is suitable for you.

Available to over-18s only. Republic of Ireland only. Security and/or guarantees and indemnities may be required. Fees and charges apply. Lending criteria, terms and conditions apply. Subject to Credit Approval. Lending is for business purposes only.

Documentation Fee of €120.00 plus VAT will be charged with the first repayment. Additional fees may apply for early repayment of a fixed rate agreement or if an account falls into arrears.

PTSB Asset Finance will appoint some suppliers as introducers of new business and will pay these suppliers a commission/fee for introducing the new business. Where a commission/fee has been paid to a supplier, it will be disclosed under the 'Goods Details' section of your Asset Finance Agreement.

You may end your Agreement by giving notice to PTSB Asset Finance.

You can then either:

Purchase the car at the amount calculated within the Termination section of your finance Agreement; or

Paying any instalments that are in arrears at the time of your notice and a settlement figure. The amount of the settlement figure will depend on how much you have already paid in installments. How this is calculated is detailed within the Termination section of the Agreement.

For more information and to find out how we can help, please visit [www.ptsb.ie/asset-finance](http://www.ptsb.ie/asset-finance)

**WARNING: YOU MAY HAVE TO PAY CHARGES IF YOU REPAY EARLY, IN FULL OR IN PART, A FIXED-RATE CREDIT FACILITY.**

**WARNING: IF YOU DO NOT MEET THE REPAYMENTS ON YOUR CREDIT FACILITY AGREEMENT YOUR ACCOUNT WILL GO INTO ARREARS, THIS MAY AFFECT YOUR CREDIT RATING, WHICH MAY LIMIT YOUR ABILITY TO ACCESS CREDIT IN THE FUTURE.**

### **Relationship Managers**

Contact a dedicated Relationship Manager in your preferred location today by visiting [www.ptsb.ie/asset-finance](http://www.ptsb.ie/asset-finance) or alternatively contact PTSB Asset Finance directly on 0818 210 263. Lines open Monday to Friday 9am to 5pm (excluding public holidays).

## Unit Stocking

Unit Stocking, also known as 'Wholesale Finance' can help your businesses cash flow position by releasing equity in existing stock or by helping you to fund the purchase of new or additional stock. Unit Stocking is a revolving working capital facility that allows your dealership to free up cash tied up in cars, trucks and van stock. Unit Stocking enables you as a dealer, to stock and fund new and used assets on your forecourt.

PTSB Asset Finance can provide you with an on-demand credit facility secured against individual units of stock, providing flexibility that reflects the seasonal nature of your business.

- Releases equity in qualifying stock on your forecourt
- Same day payment guaranteed
- Variable interest rate
- Manage your cash flow
- Cost effective way of funding stock
- With an efficient online portal you have a full overview of the stock funded with capability to generate reports on a per asset basis
- As the asset funding is our security, no debentures or charges over the business are required

### Important information

Available to over-18s only. Republic of Ireland only. Security and/or guarantees and indemnities may be required. Fees and charges apply. Lending criteria, terms and conditions apply. Subject to Credit Approval. Lending is for business purposes only.

**WARNING: THE ENTIRE AMOUNT THAT YOU HAVE BORROWED WILL STILL BE OUTSTANDING AT THE END OF THE INTEREST-ONLY PERIOD.**

### Relationship Managers

Contact a dedicated Relationship Manager in your preferred location today by visiting [www.ptsb.ie/asset-finance](http://www.ptsb.ie/asset-finance) or alternatively contact PTSB Asset Finance directly on 0818 210 263. Lines open Monday to Friday 9am to 5pm (excluding public holidays).

# Other Services

## Invoice Finance

At PTSB, we are continuously looking for new ways to develop solutions to support our business customers. That is why we are working together with Bibby Financial Services Ireland to provide Invoice Finance Services to our business customers. Invoice finance can release capital tied up in your invoices to supply an injection of cash flow.

By joining forces, we can offer you a tailored funding approach to suit the ever changing needs of any business.

### What is invoice finance?

If you issue invoices for goods or services to other businesses and find yourself waiting to be paid or managing late payments, Invoice Finance can offer many benefits to your business.

Invoice Finance can improve your cash flow by releasing capital tied up in outstanding invoices, giving you an ongoing supply of cash that can help support the growth of your business strategy.

You can gain immediate access to funding of up to a maximum of 90% of invoiced debtors.

Whether you are a start-up business or a large organisation looking for cash to fund expansion plans and as long as you are trading on credit terms within the business to business marketplace.

## Invoice Finance is available in two ways:

### **Invoice Discounting**

This is a funding-only solution. This option is more suited to businesses with a credit control function in-house. Bibby Financial Services Ireland can provide the finance and you remain in control of collecting payments.

### **Invoice Factoring**

This is ideal for smaller businesses who do not have an established accounts team within their organisation. This option is more suited for those who want the benefits of a funding and collections service. Bibby Financial Services Ireland can provide the finance to help you manage your credit control, engaging with your customers collecting outstanding payments on your behalf.

Find out more about Bibby Financial Services Ireland, our Invoice Finance Partner.

### **Key Benefits**

- Immediate access to funding up to a maximum 90% of invoiced debtors.
- Secure form of finance.
- Improve profit by paying suppliers early and taking advantage of discounts.
- Access to specialist domestic and export sales expertise.
- Funding within 24 hours against the agreed value of outstanding invoices.

## Find out more

Find out more about Invoice Finance and whether it's the right solution for your business needs, complete this short contact form and our dedicated Business Banking team will be in touch.

Once your needs have been established and the appropriate solution considered, our team will then refer you to Bibby Financial Services Ireland to process your Invoice Finance application.

\*Please note that if you are deemed suitable for Invoice Finance, this does not guarantee loan approval and does not impose any obligation on PTSB to provide a loan.

## Important Information

Lending criteria and terms and conditions apply.

Permanent TSB plc trading as PTSB and PTSB Asset Finance is a limited liability company registered in Dublin under No. 222332. The company's registered office is: PTSB, 56-59 St. Stephen's Green, Dublin 2, D02 H489, Ireland.

Bibby Financial Services Ireland (BFSI) is a company registered in Ireland under the No 419550 at registered address 4th Floor Heather House, Sandyford, Dublin 18. BFSI is a member of The Irish Asset and Invoice Finance Association, [www.iaifa.ie](http://www.iaifa.ie) and is committed to operating in accordance with the IAIFA Code, Professional Standards & Complaints, which is available at [www.bibbyfinancialservices.ie/client-area/our-service-promise](http://www.bibbyfinancialservices.ie/client-area/our-service-promise).

Please note, PTSB is not an agent or intermediary of BFSI and that the provision of any product or service by BFSI does not require licensing, authorisation or registration with the Central Bank of Ireland and, as a result, BFSI is not covered by the Central Bank's requirements designed to protect consumers. BFSI is not a member of statutory compensation schemes.

BFSI and PTSB are independent and are not partners or principal and agent and this collaboration does not establish any joint venture, trust, fiduciary or other relationship between them. Neither party shall have, nor shall represent that it has, any authority to make any commitments on the other party's behalf.

PTSB is not responsible for information provided on third party websites.



# Merchant Solutions

Connecting your business with safe and easy-to-use Merchant Solutions.

At PTSB, we understand your business is unique and your Merchant Solutions should be too. Today's rapidly evolving payments landscape requires solutions that connect with customers in all the ways they expect to pay – anywhere, anytime. That's why we have partnered with Worldpay, a leading payments provider, trusted by over 1 million merchants globally, to provide a range of card payment solutions to business customers.

Together with Worldpay, we can help you reach your business goals:

- Payments expertise  
With vertical knowledge and payments expertise, Worldpay can guide merchants through payment challenges, with 24/7 support.
- Manage funds flow  
Great rates and flexible settlement options.
- Payment efficiencies  
With access to business tools, Worldpay Dashboard and Xero integration, Worldpay can help ease the process of taking, making and managing payments.

## What are Merchant Solution Providers?

A Merchant Solution Provider is a third-party service that can support your business when processing customer payments in a safe and secure environment. Trusted by over a million businesses globally and with experience of processing 40 billion transactions annually, Worldpay offers simple, secure payment solutions.

## Merchant Solutions for every payment need

As a leading payment provider, Worldpay offers tailored product offerings to suit all business needs from Point of Sale (POS) terminals to online payment solutions, virtual terminals or payment by an email link.

Our partnership with Worldpay helps businesses drive consumer loyalty, by offering simple, seamless payment options and allowing customers to pay in their preferred way, including mobile wallets.

Once your needs have been established, our team will then refer you Worldpay who will guide you through the best options for your business needs.

With 24/7 phone and online support, get the peace of mind you need so you can focus on your business.

## Find out more

Contact your branch to find out more.

## Important Information

Merchant Solutions are provided by Worldpay, a third-party service provider. Worldpay®, and any associated brand names/logos are the trademarks of Worldpay, LLC and/or its affiliates. All other trademarks are their respective owners.

PTSB is not an agent or intermediary for Worldpay. PTSB has entered into a referral-only partnership with Worldpay and as such will gather information required to submit the referral on behalf of the Customer. Through this partnership, customers will consent to their data being supplied by PTSB to Worldpay.

Upon receipt of the referral, Worldpay will engage directly with the Customer for the provision of their products and services. Where referrals result in the sale of a product or service from Worldpay, PTSB will receive remuneration. PTSB is not liable for any products or services provided by Worldpay. Benefits outlined above may be product/solution specific; products offered will be subject to the completion of a thorough review by Worldpay.

PTSB, 56-59 St. Stephen's Green, Dublin 2. Permanent TSB plc trading as PTSB is regulated by the Central Bank of Ireland. Permanent TSB plc is a limited liability company registered in Dublin under No. 222332. The company's registered office is: PTSB, 56-59 St. Stephen's Green, Dublin 2. ©2024 Worldpay LLC and its affiliates.

Worldpay® and any associated brand names/logos are the trademarks of Worldpay, LLC and/or its affiliates.

Worldpay (UK) Limited (No: 07316500 / FCA No: 530923 and 712965) | Worldpay Limited (No: 03424752 / FCA No: 504504) | Worldpay AP Ltd. (No: 05593466 / FCA No: 502597) all registered in England & Wales with their registered office: The Walbrook Building, 25 Walbrook, London, EC4N 8AF. These Worldpay entities are each authorised by the Financial Conduct Authority under the Payment Service Regulations 2017 for the provision of payment services. | Worldpay (UK) Limited is authorised and regulated by the Financial Conduct Authority for consumer credit activities. | Worldpay B.V. has its registered office in Amsterdam, the Netherlands (Handelsregister KvK No: 60494344). WPBV holds a licence from and is included in the register kept by De Nederlandsche Bank, which registration can be consulted through DND.

# Business Ways to Bank

Choose where, when and how you do your banking with us for your business.



## Ways to Bank

Our ways to bank gives you the best of both; face to face service when you want it, and access to a range of banking services on the go.

### Online Banking

Business24 gives you access to your accounts 24/7. Log on from your desktop, laptop or tablet and enjoy a range of self service banking options designed to save you time.

### Dedicated Business Banking Team

For us, business banking is about supporting our customers on an individual basis. Our dedicated Business Banking Team is available through our extensive local branch network nationwide or over the phone to discuss the needs of your business.

### Quickbank

Your Business Visa Debit Card allows you to lodge cash notes (no coins) and cheques and withdraw up to €1,500 a day at our Quickbank branch.

### Bulk Payments

This provides the option to pay wages or suppliers in one transaction by uploading a payment file rather than setting up each transaction individually every month. This service is provided through Sentenial. For information on registering for Bulk Payments please get in touch with your local branch.

### Mobile Payments

Quick and easy contactless payments using Apple Pay and Google Pay.

# Opening Accounts and Applying to Borrow

Whether you're looking to open a new account or considering your lending options, you can arrange a meeting at your local branch where we can discuss your needs.

## 1. Book an Appointment

Book your appointment in your local branch, or call our team on 0818 200 100 (+353 1 215 1363).

If you are a Sole Trader, Partnership or a Limited Company, you can apply for a Business Current Account through our online application process at [ptsb.ie/business-banking/UB/](http://ptsb.ie/business-banking/UB/). However, our team are on standby to assist any business type with switching or opening a new Business Current Account, so call us today to set up an appointment on 0818 200 100 or 01 215 1363.

## 2. Gather your Information

Depending on your business type and the account type you need, you will need to provide different types of supporting information to us. A list of the supporting information you will need is contained overleaf.

# Documents Required for Account Opening

## For Sole Traders, Partnerships and Companies:

- Account Opening Application form (available from your branch) or apply online
- Proof of identity and address for all signatories\*
- Proof of address for all Internet Users\*
- Certificate of Registration of Business Name\*  
(if trading under a different name to the account name)
- Bank Mandate (available from local branch)

## For Partnerships Only:

- Proof of identity and address for all signatories\*
- Proof of address for all Internet Users\*
- Certificate of Registration of Business Name\*  
(if trading under a different name to the account name)
- Bank Mandate  
(available from local branch)
- Partnership Agreement\*\*

\* A certified copy will be retained by the bank.

\*\* If there are no shares in the business a letter from the Partnership on headed paper signed by at least one Partner confirming who the Senior Partners are, or if there are shares in the business a letter from the Partnership on headed paper signed by at least one Partner confirming the names of all Partners who own 25% or more of the Shares/Voting Rights/profits in the Business.

## For Limited Companies Only:

- Certificate of Incorporation\*
- Company Constitution\*
- Proof of identity and address for all signatories\*
- Proof of address for all Internet Users\*
- Certificate of Registration of Business Name\*  
(if trading under a different name to the account name)
- Bank Mandate  
(available from local branch)
- Certificate of Incorporation\*
- Memorandum and Articles of Association\*
- A list on company headed paper of all directors, including occupation, address and date of birth, signed by the Company Secretary, a company directly or an accountant/solicitor acting for the company. Proof of identity and address must be provided for at least two company directors
- A list on company headed paper of all shareholders with 25% or more of the issued share capital, signed by the Company Secretary or accountant/ solicitor acting for the company. Proof of identity and address must be provided for each such shareholder\*\*\*

\* The bank must have sight of the original documents and will retain a certified copy of the original.

\*\*\* Any change in shareholdings must be immediately notified to the bank. Where a shareholder, with 25% or more of the share capital is not an individual, confirmation of the ultimate beneficial owner will be required.

# Documents Required for Borrowing Applications

When submitting an application for business lending, you should include the following items:

- Relevant sections of the Account Opening Application form if you are a Sole Trader / Partnership / Company.
- Financial Accounts for the past 3 years.
- If your main working account is not with PTSB, Bank Account Statements from the last 6 months.
- Confirmation that the tax liabilities of the borrowers and beneficial owners are fully up to date and that no arrangements are in place with the revenue commissioner.

**To support your application, you may be asked to supply some or all of the following:**

- Management Accounts for the year-to-date.
- An aged list of current debtors and creditors.
- Cash flow projections for the next 12 months.
- Up to date business plan including details of your trading performance in the last 12 months, plus outlook for the next 12 months.
- Business Plans are mandatory for some facilities.
- Where property is offered as security, a professional valuation report.
- Up-to-date Statement of Affairs for borrowers, beneficial owners and guarantors.
- Any other information we feel is relevant for the review and the assessment.

# Processing Your Application to Borrow

We will acknowledge receipt of your lending application within 5 business days of receiving a fully completed application form and required supporting documents.

We will fully assess your application based on its own merits and communicate a credit decision within 15 business days of receipt, except where:

- We need more time to assess your application and make a credit decision.
- We need additional information from you to finalise our assessment and make a credit decision.

Where we need more time or additional information, we will write to you within 15 business days of receiving your application. We will confirm the expected timeframe for communicating a credit decision to you, subject to receipt of any additional information in cases where it's applicable.



## Our Appeals Process

We have an internal appeals process in place for customers who wish to appeal our credit decisions.

If you decide to appeal, you can submit your appeal in writing within 20 business days of our decision to:

SME Appeals Board, c/o Customer Resolution Centre,  
PTSB,  
PO Box 13769,  
South City Delivery Office,  
Togher,  
Cork

We will consider your appeal in full and respond within 15 business days of receipt. In some circumstances, we may require additional information about your appeal and will write to you in this regard.

Credit Review Office:

If you are unhappy with the outcome of our internal appeals process, you may appeal our decision to the Credit Review Office (CRO). Full details of the CRO process, including contact details and information requirements, can be found at [www.creditreview.ie](http://www.creditreview.ie) or by writing to: Credit Review Office, The Plaza, East Point Business Park, Dublin 3. You may only appeal a decision to the CRO after completing our internal appeals process.

# Supporting Your Business

## Business Plan

Business Plans are valuable documents for any business, whether you are starting out or looking to grow. They should present a clear picture of the key strengths and weaknesses of your business, along with the opportunities and challenges the business is likely to face in the future.

Business Plans usually include the following information:

- Details and background of the business and its products/services
- The ownership and organisational structure of the business
- Management team of the business and their background
- Track record and business performance
- Competitor analysis
- Financial projections
- Future strategy
- Funding requirements
- Relevant strategic and functional components of the business

The list is not exhaustive, but is the minimum information expected to be contained in any Business Plan.

## Government and Business Supports

The Department of Jobs, Enterprise and Innovation have a dedicated website **www.supportingsmes.ie**, that lists over 80 Government supports available to Irish start-ups and small businesses. Business owners will find a range of supports to help manage and grow their business.

## Financial Difficulties

If you have arrears on a business lending facility or you are worried about future arrears, we encourage you to contact us as soon as possible. This will give us time to begin planning a workable solution for you. Details on how to deal with financial difficulties are contained in our, Guide to SMEs in or at risk of Financial Difficulties, which can be obtained from our website or your local branch.

## Get In Touch

If you are experiencing or expecting financial difficulties and wish to discuss any borrowing facilities with us, please call to your local branch or call us on the following numbers:

For customers who are already in arrears on a loan: phone 1800 855 010 or +353 21 601 3800 (Lines open Monday - Friday 9am - 5.15pm).

For customers who anticipate future difficulty in making loan repayments: call 0818 50 24 24 or +353 1 212 4101 (Lines open Monday-Friday 9am - 5.15pm.).

Alternatively, you may write to: Arrears Support Unit, PTSB, 56-59 St. Stephens Green, Dublin 2, D02 H489, Ireland.

## Credit Rating Impact

Your credit rating may be affected by arrears on your account. Where permitted by contract or required by law, we may report information about your account to credit reference agencies such as the Central Credit Register. This may also have an impact on your ability to avail of additional credit products in the future. Your credit rating with us may also be impacted if a previous credit application was refused.

# Other Information

## Security

Security may be required for lending facilities where we consider it to be a reasonable request, having regard to the nature and value of the facility offered and the circumstances of the Borrower. If security is required, we will provide you with a clear explanation as to why it is required and the potential consequences of providing it to us. Typical security items include mortgages, assignments, liens, guarantees and indemnities.

## Credit Facility Review

All Business Banking borrowers can meet with us at any time to complete a credit facility review. We offer the option of a credit facility review meeting on an annual basis. At the meeting we can review any credit facility agreements you have with us, the security held in respect of such facilities and any alternative arrangements in place.

## Interest

Where a scheduled payment is not made to a loan account by the due date or where a current account is overdrawn by an unauthorised amount, additional interest may apply to the arrears or unauthorised balance. You can check your account balance online at [www.business24.ie](http://www.business24.ie), or over the phone through Business24 on 0818 200 100. Opening hours are Monday to Friday 9am to 5pm (excl. Bank Holidays) and on Saturday and Sunday from 10am to 2pm.

## Fees and Charges

In some cases, referral items or unpaid charges may also apply if an account is in arrears or exceeds an agreed credit limit. You can avoid some of these charges by keeping your account within the agreed limits. Further details on fees and charges for business customers are available in the 'Personal and Business Banking Charges' brochure which is available on our website or by visiting your local branch.

## Right of Set-off

We have a right to set-off any credit balances held customers to reduce arrears. Please refer to the terms and conditions for any accounts you hold with us.

## Early Redemption of Term Loans

If you wish to make a full or partial redemption of a term loan ahead of the scheduled last repayment date, you can request an estimation of any early redemption charges in writing from your local branch in advance of redeeming a term loan early.

## Copy of Credit Agreement

If you wish to request a copy of your credit agreement for any loan you hold with PTSB, you can do so free of charge by contacting your local branch.





We are here  
to deliver an  
exceptional  
customer  
experience.

Get in touch with our dedicated  
Business Banking Team today.

# Notes

# Notes

Call us on 0818 200 100 or +353 1 215 1363  
Drop in to any PTSB branch  
Or visit [ptsb.ie/business-banking](http://ptsb.ie/business-banking)

Information correct as at close of business 19th November 2025, subject to change.  
Calls will be recorded for training, quality and regulatory purposes.

Permanent TSB plc trading as PTSB and PTSB Asset Finance is regulated by the  
Central Bank of Ireland.



BMK3241 Rev (11/25)