

## Cash ISA TRANSFER AUTHORITY FORM

Please complete a separate form for each account being transferred

### Your Personal Details

Title

Surname

Date of Birth  National Insurance Number (if you have one)

Permanent Residential Address

Contact Tel no (including area code)

### Information about the ISA to be transferred (to be completed by the ISA investor)

Name of existing ISA Manager

Address of existing ISA Manager

Account number of existing ISA to be transferred

1. Do you want to close your current cash ISA and transfer all the balance, including the accrued interest?  
*If requesting a partial transfer, please check with your existing ISA Manager that this is possible.* Yes  No

2. Have you subscribed to your current cash ISA in the current tax year? Yes  No

**If you answered YES to Q1, please ignore Q3 & Q4**

3. If you answered YES to Q2: Do you want to transfer current tax year subscriptions as part of this transfer?  
*It is important to note that under HM Revenue & Customs ISA Regulations, only whole transfers of current tax year subscriptions and interest can be accepted.* Yes  No

4. Please specify how much of your cash ISA you want to transfer:  
If **only** current year subscription plus interest is to be transferred, tick here   
OR specify amount £

Please complete a separate Transfer Request Form for each account  
**Please detach and keep this section for your reference**

### IMPORTANT INFORMATION

Your existing ISA may have conditions attached to it which apply if you wish to transfer your ISA to another ISA provider. You should ensure that you check and understand the Terms and Conditions of your existing ISA before you sign and return this form.

Your existing ISA Manager will be able to tell you of any Transfer Conditions and how long it will take to deal with your Transfer request.

To retain your ISA benefits, your existing ISA Manager must send the funds being transferred directly to Derbyshire Building Society.

Once your existing ISA Manager has sent your funds to Derbyshire Building Society, those funds cannot be returned to them.

You will not be able to cancel, amend or vary your application to transfer funds to an ISA with Derbyshire Building Society once we have received the funds from your existing ISA Manager.

These notes should be read in conjunction with the Application Form and Declaration you have completed as part of your ISA Transfer In Request to the Derbyshire Cash ISA.

**Please make sure you fully understand all the conditions for transferring funds to Derbyshire Building Society from another ISA Manager before completing and signing your Transfer Instructions.**



**Transfer Authority** (to be completed by the ISA investor)

I authorise my existing ISA Manager (as specified overleaf) to transfer the ISA (account number overleaf) to Derbyshire Building Society. I authorise my existing ISA Manager to provide Derbyshire Building Society with any information, written or non-written, concerning the cash ISA and to accept any instructions from them relating to the cash ISA being transferred.

Where a period of notice is required for closure/part transfer of the existing cash ISA, I give my consent to either: [tick as appropriate]

1. serve the full notice period before this instruction can be processed;

OR

2. proceed immediately with the transfer and bearing any consequential penalty which may be applied

Signature:
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Date:
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**Transfer Acceptance** (to be completed by Derbyshire Building Society)

In circumstances where the funds to be transferred are not cash deposits, please notify me as I may not be able to accept the transfer. Otherwise I (Derbyshire Building Society) am willing to accept this investor's cash ISA funds, subject to HMRC rules (the ISA Regulations). I deem the date shown below to be the transfer date of this cash ISA.

Signature:	Staff No:
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Date:
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Reference (Account No)

**Please ensure the cheque and ISA Transfer Documentation are sent to:  
Investor Operations, Derbyshire Building Society, Duffield Hall, Duffield, Derby DE56 1AG quoting above reference**

Please call our Customer Relationship Team for assistance on 08456 004 005  
Derbyshire Building Society, Duffield Hall, Duffield, Derby DE56 1AG  
Derbyshire Building Society is a trading division of Nationwide Building Society  
Nationwide Building Society, Head Office, Nationwide House, Pipers Way, Swindon, Wiltshire SN38 1NW