# Cash ISA transfer request form

NEWBURY building society

Thank you for requesting to transfer your Cash ISA to Newbury Building Society. To arrange your transfer, please complete this form and hand it in at your local Newbury Building Society branch. If you do not already have a Newbury Building Society Cash ISA or you are transferring from one type of ISA to another, please also remember to complete and hand in an ISA application form. **Please note:** Newbury Building Society does not accept part transfers of ISA funds. The whole of your current Cash ISA, including accrued interest, will be transferred.

**Transferring from another provider (complete sections 1, 2, 3 & 5):**

When we receive your completed form(s), we will contact your current ISA provider to arrange the transfer of your funds. Please DO NOT send your provider's passbook to us, they will contact you if it is required. Once we receive your funds we will credit your Newbury Building Society Cash ISA and write to tell you that the transfer has been completed (this will take a couple of days).

**Transferring from one Newbury Building Society ISA to another (complete sections 1, 4 & 5):**

When we receive your completed form(s) we will transfer your funds from your existing to your new Newbury Building Society Cash ISA and write to tell you that the transfer has been completed (this will take a couple of days).

**Important** - Please complete all relevant details in BLOCK CAPITALS and remember to sign and date this form. ***If you do not sign it, we cannot arrange the transfer.***

## 1. Your details

Title

Forename(s)

Surname

Address (permanent residential)

Postcode

Home Tel

Mobile no.

Date of Birth  Day  Month  Year

Do you have a National Insurance (NI) number?

Yes, NI number  No

You should be able to find your NI number on a payslip, form P45 or P60, a letter from the HM Revenue & Customs, a letter from the DWP, or pension order book.

## 2. Your current Cash ISA provider's details

(If you are transferring from one Newbury Building Society ISA to another, leave this section blank)
I apply to transfer my existing Cash ISA:

Account no.

From (old provider)

Address (old provider)

To (new provider) NEWBURY BUILDING SOCIETY

[and subscribe to this Cash ISA for the tax year 20 / 20 and each subsequent year until further notice]. *Delete words in brackets if you will not be subscribing to this ISA.*

Is there a notice period on your current ISA? Yes  No

When does it expire?

## 3. Transferring from another provider

Please select whether you would like the funds to be transferred to an existing ISA with Newbury Building Society or to a new ISA.

Existing Cash ISA  Account no.

New Cash ISA  Application form is enclosed

Your Newbury Building Society Cash ISA will be credited with the funds from the date your current provider completes the transfer process. If you have any questions regarding the progress of your application, please call your local branch.

## 4. Transferring from one Newbury Building Society ISA to another:

I apply to transfer my existing Cash ISA:  Account no.

To a new:
Notice Cash ISA  Square Deal Cash ISA  Senior Monthly Cash ISA

[and subscribe to this Cash ISA for the tax year 20 / 20 and each subsequent year until further notice]. *Delete words in brackets if you will not be subscribing to this ISA.*

New application form enclosed

## 5. I declare that

- All subscriptions made, and to be made, belong to me *(delete if you will not be subscribing to this ISA)*;
- I am 16 years or over;
- I have not subscribed and will not subscribe more than the overall subscription limit in total to a Cash ISA and a Stocks and Shares ISA in the same tax year;
- I have not subscribed and will not subscribe more than the Cash ISA subscription limit to one Cash ISA;
- I have not subscribed and will not subscribe to another Cash ISA in the same tax year that I subscribe to this Cash ISA *(delete if you will not be subscribing to this ISA)*; and
- I am resident and ordinarily resident in the United Kingdom for tax purposes or, if not so resident, either perform duties which, by virtue of Section 28 of Income of Income Tax (Earnings & Pensions) Act 2003 (Crown employees serving overseas), are treated as performed in the United Kingdom, or I am married to, or in a civil partnership with, a person who performs such duties. I will inform Newbury Building Society if I cease to be so resident and ordinarily resident or to perform such duties or to be married to, or in a civil partnership with, a person who performs such duties *(delete if you will not be subscribing to this ISA)*

**I authorise Newbury Building Society**

- To hold my Cash ISA subscriptions, any interest earned on these subscriptions and any other rights or proceeds in respect of these investments;
- To make on my behalf any claims to relief from tax in respect of ISA investments.

**I agree to the ISA terms and conditions.**

**I declare that this application form has been completed by me to the best of my knowledge and belief.**

Signed

Date  /  /

**N.B.** Please make sure this date matches that on your ISA application form (if applicable)

**Use of your information**

The data you provide will be held and processed by us at all times in accordance with the Data Protection Act 1998. We will only use the personal information that you have supplied on this form to carry out your transfer request. It will not be used for any other purpose within Newbury Building Society.
Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal information we may hold on you. You also have the right to have any inaccurate information corrected. Details of how to apply for a copy of the information Newbury Building Society holds on you may be obtained by writing to our Head Office Compliance Department: 17 Bartholomew Street, Newbury, Berkshire RG14 5LY

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