

## Cash ISA TRANSFER AUTHORITY FORM

**IMPORTANT: Please complete one form for each account you intend to transfer and return to Dunfermline Building Society, ISA TEAM Freepost DF2, Carnegie Avenue, Dunfermline, KY11 5BR.**

**Your Personal Details**

Name

Surname

Date Of Birth 

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NI Number 

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Permanent UK Address 


Contact Tel No.

**Your Existing Providers Details**

ISA Provider Name

ISA Provider Address 


ISA Provider Acc No

**Information about the ISA to be transferred (to be completed by the ISA Investor)**

1. Do you want to close your current cash ISA and transfer all the balance, including the accrued interest? Yes  No

2. To transfer part of your cash ISA balance to Dunfermline Building Society, we need to know how much you would like to transfer and whether this includes subscriptions made in the current tax year. **It is important to note that under HM Revenue and Customs rules, only whole transfers of current tax year subscriptions can be accepted.**

- a. Please enter the total amount you would like to transfer
  - b. Does this amount include subscriptions made in the current tax year? Yes  No
- If yes, please enter how much of this amount is current tax year subscriptions

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

I authorise my existing ISA Manager (as specified above) to transfer the ISA (account number above) to Dunfermline Building Society. I authorise my existing ISA Manager to provide Dunfermline 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 (tick as appropriate):

- 1. Serve the **full notice period** before this instruction can be processed;
- 2. Proceed **immediately** with the transfer and bearing any consequential penalty, which may be applied.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Transfer Acceptance (to be completed by the New ISA Manager)**

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, Dunfermline Building Society am willing to accept this investors cash ISA funds, subject to HMRC rules (the ISA regulations).

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Email:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**NOTE TO EXISTING PROVIDER: Please ensure the cheque and ISA Transfer Documentation are sent to: Customer Service Operations, ISA Team, Caledonia House, Carnegie Avenue, DUNFERMLINE, KY11 8PJ.**

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

**IMPORTANT INFORMATION**

If you hold a passbook for the account you are looking to transfer to Dunfermline Building Society, please send it to your existing provider to avoid any unnecessary delay.

Dunfermline Building Society reserves the right to withdraw products without notice. This may result in no further investments being permitted. If this occurs, we will allow your transfer to credit up to 30 days after the product has been withdrawn. After this point we will write to you to advise you of this and give details of how to contact us to discuss our latest product range.

These notes should be read in conjunction with your chosen products terms and conditions and application form as well as the Declaration you have completed as part of your ISA Transfer Request.

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