

Account switching form

Please complete this form and return it to any branch or agency. Alternatively, post it to: Account Switching Team, Oakfield House, Binley Business Park, Coventry CV3 2TQ.

Your details – 1st applicant

Title	<input type="text"/>	First name	<input type="text"/>
Surname	<input type="text"/>	Date of birth	<input type="text" value="dd"/> / <input type="text" value="mm"/> / <input type="text" value="yyyy"/>
Address (including postcode)	<input type="text"/>		
Home telephone number	<input type="text"/>	Mobile telephone number	<input type="text"/>

2nd applicant (if applicable)

Title	<input type="text"/>	First name	<input type="text"/>
Surname	<input type="text"/>	Date of birth	<input type="text" value="dd"/> / <input type="text" value="mm"/> / <input type="text" value="yyyy"/>
Address (including postcode)	<input type="text"/>		
Home telephone number	<input type="text"/>	Mobile telephone number	<input type="text"/>

Coventry Building Society account details (this is the account you would like to switch to)*

Name of account holder(s)	<input type="text"/>
Account number	<input type="text"/>

*You can only switch to a MoneyManager, or an existing MoneyManager (Coventry First) account.

Existing bank account details

Bank/building society name	<input type="text"/>		
Name(s) of account holders	<input type="text"/>		
Sort code	<input type="text"/>	Account number	<input type="text"/>



Information we need to complete the switch

Do you want a copy of all your active payments* from your current provider? Yes No

Do you want a copy of all your previous payments* for the last 13 months from your current provider? Yes No

Do you want us to contact each payer to advise them of your new account details?
(This is for regular credits only. You'll need to complete the attached Form B with the individual contact details for each payer, e.g. your salary.) Yes No

Do you want your existing account closing? Yes No

Do you want the balance of your existing account transferring to us? Yes No

Please confirm if this is a full or partial switch in the box opposite

If it's a full switch, we automatically transfer everything over. If it is a partial switch you'll need to complete Forms A and B for all Direct Debits, standing orders and regular credits you want to transfer to the Coventry.

*Your outgoing payments are Direct Debits and standing orders, your incoming payments are regular credits, such as your salary.

Effective date to switch

Please confirm when you'd like the switch to be effective. This date must be at least 13 working days from the date of this request.

Date

By signing and returning this form I am authorising Coventry Building Society to:

- > Contact my current provider within two working days to advise them of my request to transfer.
- > Contact my existing bank to cancel the Direct Debits and standing orders I have specified, once we have set them up.
- > If requested, instruct my existing bank to close my account.
- > If requested, transfer my existing balance from my current provider.
- > Contact me in exceptional circumstances to discuss the progress of the switching process.
- > Set up my new Coventry account in accordance with the effective date that I have specified.
- > If requested, contact the individual payers for regular credits with my new account details and the effective date.
- > Complete the transfer of the payments I have specified.
- > Advise me once the switching process has been completed.

Consent to use your data for processing of this request

In order that we can process your request for switching your current account please tick the box to confirm that you consent to Coventry Building Society sharing your personal data with the required third parties.

Signature Date

Signature of joint account holder (if applicable) Date

For office use only

Date received by the Society Branch/Agency

Cashier no (if applicable) Signature

Date received in Savings Operations

Name Signature