

All instructions received before 11.00am will be actioned on the day of receipt. Instructions received after this time will be actioned on the following working day. Please note, however, that for security reasons it may be necessary to telephone you to confirm the validity of your instructions before we are able to carry them out. This may delay payment if we are unable to contact you.

Yorkshire Guernsey Limited Account Details

Account Holder(s) Name(s)

Account Number

Contact Tele/Fax Number (Please include country and area code)

Contact Email Address

Password (if applicable)

Payment Date (please tick appropriate box)

Immediately, subject to any loss of interest which may apply

After the required notice period

on

Minimum withdrawal £500 or currency equivalent

Payments can be made in all major currencies, please telephone +44 (0)1481 710150 for more details and indication of exchange rates. As with all foreign transactions agents' charges may be payable.

Amount Required

Amount in figures (If you wish to close your account write 'ALL')

Specify currency

Amount in words

Reason for Withdrawal

(Delays may occur if this is not completed)

Signatures of account holders

(in accordance with account signing instructions)

Date

Date

Date

Date

PLEASE NOTE:

1. Withdrawals are subject to the terms of the account.
2. Cheques can only be stopped if lost or stolen and will incur a charge of £25.
3. Notice of withdrawal is deemed to have lapsed if the withdrawal is not made on the Notice due date.

Method of Withdrawal (see overleaf for details)

Please tick one box only and complete the appropriate section below (If no box is ticked payment may be delayed)

- 1 BACS (sterling 3 day payment - UK banks only)
- 2 Telegraphic Transfer (subject to appropriate charges)
- 3 Cheque
- 4 Internal Transfer

1. BACS

To: **Bank/Building Society Name and Address**

Name

Address

Postcode

Sort Code

Account Number

Payee/ A/c Holder's Name

Reference, if required

2. Telegraphic Transfer

To: **Bank/Building Society Name and Address**

Name

Address

Postcode

Sort Code

Account Number

Payee/ A/c Holder's Name

Overseas Bank SWIFT/BIC

IBAN

3. Cheque

Made payable to

Cheque to be sent to (please tick one box and complete as appropriate)

- Existing correspondence address
- Other address (please specify below)

Name

Address

Postcode

Is this your new correspondence address? YES/NO (delete as appropriate)

4. Internal Transfer

Transfer from account

Transfer to account

Request to WITHDRAW / TRANSFER

Please complete this form (which must be signed in accordance with account signing instructions) and send it to Yorkshire Guernsey by post. Alternatively, if you have completed a Communications Indemnity Form, you can provide instructions by telephone or by fax (restrictions will apply for telephone withdrawals).

All instructions received before 11:00 am will be actioned on the day of receipt. Instructions received after this time will be actioned on the following working day. Please note, however, that for security reasons it may be necessary to telephone you to confirm the validity of your instructions before we are able to carry them out. If we are unable to contact you, payment may be delayed.

Withdrawals will normally be made via BACS (Bankers Automated Clearing System) for amounts up to and including £50,000 without charge. Withdrawals by cheque up to this amount may also be made. For amounts greater than this, we recommend payment is made by Telegraphic Transfer for which a charge is made (see Telegraphic Transfers below for details).

Notice Withdrawals

If we receive notice to transfer funds without the full payment details, you may experience delays unless we receive full details before the end of the notice period.

1. BACS

BACS (Bankers Automated Clearing System) is a 3 day payment system used to transfer **sterling** between UK banks (including the Channel Islands and the Isle of Man). No charge is made for this service.

Cleared funds will be credited to your bank account 2 working days after the payment has been made from your Yorkshire Guernsey account. For example, a payment made on a Monday is expected to be available in your account on Wednesday. A payment made on a Friday is expected to be available on Tuesday.

2. Telegraphic Transfers

Telegraphic Transfers are recommended for large sums of money or if payment is required urgently.

Telegraphic Transfers made to a UK Domestic bank will incur a standard charge of £20 and International Telegraphic Transfers a standard charge of £30. Yorkshire Guernsey Limited cannot accept liability for any agents' charges incurred whilst funds are in transit.

All European Telegraphic Transfer instructions **must** include the SWIFT / IBAN codes. Omitting these codes will result in delay or rejection of the payment.

Telegraphic Transfers to other destinations require a SWIFT or BIC (Bank Identifier Code).

Please note that as a result of recent regulations, affecting all banks on a worldwide basis, when remitting funds electronically we are required to quote the remitter's name, residential/business address and a unique identifying reference from where the funds have originated (where possible this will be your account number).

3. Cheque Withdrawals

Withdrawals by cheque are restricted to a maximum of £50,000.

Cheques are issued without charge. However, they may be subject to postal and clearance delays.

We recommend that payments to overseas banks are made by Telegraphic Transfer as overseas payment by cheque will incur agents' charges and clearance delays.

4. Internal Transfers

Internal Transfers are permitted between accounts held with Yorkshire Guernsey Limited in accordance with the Terms and Conditions. Please quote the account numbers in the relevant boxes. You may be required to complete a new application form if the funds are to be transferred into a product not previously held.

Additional Information

If you would like to manage your accounts either by telephone or fax, please contact us on the number below to request Communications Indemnity Forms which will need to be completed by each individual account holder and returned to our offices by post (please note that a Telephone Indemnity is only permitted on accounts where the account signing instructions are any one person to sign).

Yorkshire Guernsey Limited and its staff will act in accordance with the instructions provided on this form and cannot be held responsible for delays or additional charges incurred due to incorrect information being provided.

For office use only

Signatures Verified	<input type="text"/>	Notice Input	<input type="text"/>	On (Date)	<input type="text" value="d d m m y y"/>	Immediate Withdrawals	<input type="text"/>
Signatures Checked	<input type="text"/>	Notice Checked	<input type="text"/>	On (Date)	<input type="text" value="d d m m y y"/>	Immediate Withdrawals	<input type="text"/>
Notes (optional)	<input type="text"/>						

Yorkshire Guernsey Limited

Licensed under the Banking Supervision (Bailiwick of Guernsey) Law 1994 as amended. Principal Place of Business and Registered Office: Yorkshire House · Le Truchot · St Peter Port · Guernsey GY1 1WD. Tel: +44 (0) 1481 710150 · Fax: +44 (0) 1481 710270 · Email: info@ygl.gg · Website: www.ygl.gg

Yorkshire Guernsey is the business name of Yorkshire Guernsey Limited, which is incorporated in Guernsey and is a wholly owned subsidiary of Yorkshire Building Society.

All communications with us may be monitored/recorded to improve the quality of our service and for your protection and security.