

Please return to: ISA Transfer Team, Savings,  
Yorkshire Building Society, Yorkshire House, Yorkshire Drive, Bradford BD5 8LJ

**Information about you**

Yorkshire Building Society cash ISA  
account number:

Head Office Use: URN

Title:

First Name(s):

Surname:

Date of Birth:

National Insurance Number (if you have one):

Permanent residential address:

  
  


Postcode:

Contact phone number (including area code):

**Information about the Stocks and Shares ISA you want to transfer**

Name of existing ISA provider:

Address of existing ISA provider:

  
  
  


Postcode:

ISA Account Number/Reference:

**Please note**

As well as being subject to the terms and conditions of the Cash ISA receiving the transfer proceeds, the transfer will be undertaken subject to the terms and conditions applying to your stocks and shares ISA. For example:

- Some stocks and shares ISA products do not allow only part of an ISA to be transferred, or may place conditions on how such a transfer is undertaken, e.g. when deciding which investments are sold to facilitate the transfer.
- Your existing ISA provider may need you to give them specific information before the transfer can go ahead.
- There may be outstanding fees to pay before the transfer goes ahead.

If you are not sure what conditions apply please check with your existing stocks and shares ISA provider before completing this form.

**Question 1**

Do you want to transfer all or part of your ISA? Tick here

 All

 Part

If you answered 'All' to **Question 1** this will result in all investments currently held being sold. The sale proceeds, together with any uninvested cash currently held in the ISA, will be transferred to your new provider in its entirety.

**Question 2**

Have you subscribed to this stocks and shares ISA in the current tax year? Tick here

 Yes

 No

If you have answered 'Yes' to **Question 2** please indicate how much

£

If you answered 'All' to **Question 1** please go directly to the **Transfer Authority** section on page 2.

If you answered 'Part' to **Question 1** please answer questions 3-5 below.

**Partial Transfers**
**Question 3**

If you answered yes to **Question 2** do you want to transfer your current tax year ISA subscription (this would involve selling any investments made with the subscription from the current tax year)? Tick here

 Yes

 No

Please note that the amount in your account representing current tax year subscriptions can only be transferred in whole and not in part.

**Question 4**

If you only want to transfer your subscriptions from the current tax year, tick here

**OR**

If you want to transfer all of your subscriptions from previous tax years, tick here

**OR**

If you only want to transfer some of your subscriptions from previous tax years (as well as investments relating to current year subs if you answered yes to **Question 3**) tick here  and provide sale instructions by answering **Question 5**.

**Question 5 - Stocks, Shares and/or Funds that you wish to sell**

Please check your selection is permitted by your existing stocks and shares ISA provider prior to submitting the form. Please note that you may be contacted by your existing ISA provider to agree what to sell.

Please use the box below to give instructions to your current stocks and shares ISA provider with regard to what specific value or Tax Year(s) should be transferred and/or what investments should be realised to meet the transfer.

Our printed material is available in alternative formats e.g. large print, Braille or audio.

Please visit us in branch or call us on **0345 1200 100**.

If needed, please list all investments that you hold with the above ISA provider that you wish to sell and transfer the proceeds to your new Cash ISA with Yorkshire Building Society. Alternatively, you may provide this information by supplying a separate list, e.g. by annotating a valuation statement from your provider.

Description of Investment	Investment Indicator e.g. ISIN, Sedol, Cuiq etc. (if known)	Number or Value of Stocks, Shares, Units or specify "All" to sell the entire holding

**Question 5b - Uninvested cash to be transferred**

Please say how much of your uninvested cash balance in your stocks and shares ISA you want to transfer

£  ,    ,    .

OR, if you want to transfer all of your uninvested cash balance, Tick here

**Small Change Big Difference Scheme;** Yorkshire Building Society Charitable Foundation’s aim is to help alleviate poverty, improve health and save lives. The Small Change Big Difference® (SCBD) scheme allows our members to donate the annual pence of interest from their savings or mortgage accounts to the Charitable Foundation. The average donation is less than 50p per year and the maximum is just 99p. Every penny donated through the SCBD scheme goes directly to help local charities recommended by members and colleagues.

To donate the pence from your interest to the Charitable Foundation, simply put an X in this box

**(Small Change Big Difference** is a registered trademark of Yorkshire Building Society. Yorkshire Building Society Charitable Foundation Registered Charity No: 1069082. Registered Office: Yorkshire Drive, Bradford BD5 8LJ.)

**Transfer authority**

I authorise my existing ISA provider as specified above to sell investments and transfer the ISA in cash (account number on page 1) to Yorkshire Building Society. I authorise my existing ISA provider to provide Yorkshire Building Society with any information, written or non-written, concerning the stocks and shares ISA and to accept any instruction from them relating to the stocks and shares ISA being transferred.

Where I must give notice to close or transfer part of the existing stocks and shares ISA, or the existing stocks and shares ISA contains an investment which is designed and intended to be held for full term and has yet to reach redemption, I instruct my existing ISA provider to either: *(tick appropriate box)*

1 wait for the full notice period to end, or wait until redemption (whichever is relevant) before going ahead with this transfer;

OR  
2 depending on the terms and conditions, carry out the transfer as soon as possible - I accept any consequential loss of income, capital or charges that may be applied.

Signed: ..... Date: .....

**Transfer acceptance (your new ISA provider fills this part in)**

We Yorkshire Building Society are willing to accept this ISA transfer in line with the customer’s instructions above, as long as the following conditions are met.

- The transfer proceeds are made up of cash deposits only.
- We must receive all the transfer proceeds no later than \_\_\_\_\_ (date)

Where the customer has shown above that they want to transfer subscriptions from the current tax year, these must not be more than:

£   ,    .

Residual Income

- We do not accept residual income payments.

OR  
• We must receive all residual income payments no later than \_\_\_\_\_ (date). Any residual income payments after this date must be paid away to customer.

- We do not accept residual payments if they are below:

£   ,    .

These funds should be paid away to the customer.

For the purposes of the transfer of the ISA wrapper under the ISA regulations, the date shown below will be the transfer date.

Date: ..... Name of new ISA provider: .....

<p><b>Office use only:</b></p> <p>Branch Cashier - Checked information is correct.</p> <p>Staff Number: ..... Branch Code: ..... Signed: ..... Date: .....</p>
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