

Change of account details

For Britannia's use only

TICK IF AUDIT REQUIRED

TICK IF ITEM IS TO BE ACTIONED

SA/GENCOR

Names

Title	Forename(s)	Surname	Date of Birth
Account holder 1:	_____	_____	_____
Account holder 2:	_____	_____	_____
Account holder 3:	_____	_____	_____
Account holder 4:	_____	_____	_____
Account number(s)	<input type="text"/>	<input type="text"/>	<input type="text"/>

NB **Only** use this form for more than one account where the account holders are the same on each account

Change of interest payment

Change frequency to Annually Monthly

Change of Interest Payment method Add interest to the account Credit investment account number

Credit bank account number in the name of _____

Held with _____ Bank PLC at _____ Sort code

Transfer of account type (only applies to certain account types)

Transfer account to a _____ (specify type of account required)

I/We authorise the amendments to my/our account, as detailed above, having read, understood and agreed to the declarations overleaf. (Terms and Conditions relate to the new account selected.)

Signatures(s) _____

(all parties on the account(s) to sign)

Date _____

FOR BRANCH USE

FOR BRANCH USE		FOR CSC USE	
Branch Number:	<input type="text"/>		
ID checked by (initials)	<input type="text"/>	Signature(s) verified by (initials)	<input type="text"/>
(Employee ref no.)	<input type="text"/>	(Employee ref no.)	<input type="text"/>
Signature(s) verified by (initials)	<input type="text"/>		
Employee ref no.	<input type="text"/>		

FOR BRITANNIA'S USE ONLY	Identification details - if requested	
Signature ID		
Type of ID		
Issuer (and country of issue if passport)		
Reference number		
Date of issue / expiry		
Certified Copy Attached <input type="checkbox"/> (Tick box)		

DECLARATION

I (each of us if more than one is applying) understand and agree that:-

- a) the information I have given is full and correct and I authorise you to make enquiries to confirm this information and to update my account records where appropriate;
- b) you may decide to decline my application;
- c) terms and conditions apply to this account. I can obtain a copy of each from any of your branches;
- d) I understand the nature of the product;
- e) if the balance falls below the minimum specified for that account, you reserve the right to pay any interest rate, including zero; and
- f) by returning this completed form I confirm that I have read the section entitled "Data Protection Notice" below and I agree to you processing my personal data as detailed. I confirm that I am entitled to disclose information about my co-applicant, guarantor and anyone else to whom I refer and I have informed those individuals how their information will be used.

I have the right to access the information held (you reserve the right to charge an administration fee) and correct any inaccuracies.

By giving my details I agree to receive information about products, services or events of companies or organisations of the Group and other carefully selected organisations or companies, which may include independent Co-operative societies, by mail, telephone or electronic means. If there is a contact method I do NOT want to be used, I can tick the relevant box(es) below.

	1st Applicant	2nd Applicant
Mail	<input type="checkbox"/>	<input type="checkbox"/>
Telephone	<input type="checkbox"/>	<input type="checkbox"/>
Electronic means	<input type="checkbox"/>	<input type="checkbox"/>

DATA PROTECTION NOTICE

Britannia is a trading name of the Co-operative Bank plc ("the Bank"), registered number 990937, whose registered office is P.O. Box 101, 1 Balloon Street, Manchester, M60 4EP. Britannia will use the personal information you provide in connection with your account or which it obtains through its dealings with you, in a number of ways. References to "we", "us" or "our" means Britannia and/or the Bank.

References to "Group" means us, the Co-operative Group Limited (Co-operative Group), Co-operative Insurance Society Limited (CIS) and any companies or organisations we or they wholly or partly own or are owned by us or them at any time.

The following section details the ways in which you agree that we and the Group and other independent Co-operative societies can use the personal information you provide to us:-

- 1) to administer any product provided to you (including debt tracing and recovery);
- 2) to help confirm your identity to ensure we meet our money laundering obligations. We may make searches using third party verification services and fraud prevention agencies. These third party services may involve investigating individuals and/or entities to determine whether they are mentioned in restricted lists or are considered politically exposed persons;
- 3) we may make searches about you at credit reference agency(ies) who will supply us with information, including information from the Electoral Register, for the purposes of verifying your identity. This is not a credit search and will only record that an identity check has been completed. A record of the search will be retained whether or not this application proceeds. This information may also be used for debt tracing, the prevention of money laundering, fraud detection and investigation purposes as well as management of your account. We may do further checks of this type throughout the course of the relationship you have with us;
- 4) to disclose to appropriate regulatory authorities (including regulators of voluntary Codes of Practice), any other body having a legal right to the information and anyone you appoint to administer or operate your account;
- 5) to exchange and disclose within the Group and its authorised agents to enable a review to take place of your total relationship with the Group. A list of the Group's businesses is available upon request;
- 6) for market research purposes, developing goods and services, statistical and business analysis, account administration and creating and maintaining a customer profile with us and the Group;
- 7) We may introduce you to, or pass your information (including details of your purchasing preferences) to other Group businesses and other carefully selected organisations or companies (which may include other independent Co-operative societies), who may wish to contact you by mail, telephone, electronic means (e.g. e-mail, SMS, secure e-message), in person or otherwise about products, services and events which are considered to be relevant to your personal needs. You can tick the box(es) in the declaration section if you do not want to receive these offers;
- 8) where we or the Group give discounts, offers, vouchers etc which are provided by a third party, you agree that we can pass on your relevant contact details so they can be made available to you;
- 9) if you do not open an account, your information may be held on our customer systems and may still be used for detailed marketing statistical analysis;
- 10) the information we hold/share about you will be treated as confidential and will only be disclosed to any other party:
 - a. As detailed in this notice, at your request or with your consent;
 - b. To agents and others in connection with running accounts and services for you;
 - c. To investigate or prevent fraud and/or money laundering; and
 - d. If the law permits it or it is in the public interest.
- 11) some of the above activities may be undertaken in countries which may not afford you the same level of protection regarding your personal information as in the United Kingdom. If so, this will only be done under a contract which will include appropriate safeguards for the security and confidentiality of your personal information;
- 12) telephone calls you make to us or to the Group (or us to you) may be recorded and/or monitored for the purposes of security, internal training, accurate account operation, internal customer monitoring and to improve the quality of our services to you; and
- 13) we are continually looking to improve our systems to provide a more efficient service. As part of this process, it may be necessary to use information provided by our customers for the purpose of system testing. We will ensure that the testing is carried out in a secure and controlled environment.

Britannia is a trading name of The Co-operative Bank p.l.c. Authorised and regulated by the Financial Services Authority.

When you have finished with this document please recycle it

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