

To transfer your cash ISA to Teachers Building Society, please follow these steps:

**Step 1:** Complete this form and a Cash ISA Application Form (if required, i.e you are a new customer to the Society and/or are opening a new ISA to transfer funds into.)

**Step 2:** Ensure you sign and date the form where indicated and return to Teachers' Building Society via email:

[memberservices@teachersbs.co.uk](mailto:memberservices@teachersbs.co.uk) OR return by post to:

FREEPOST, Teachers Building Society, Allenview House, Hanham Road, Wimborne, Dorset, BH21 1BR

When we receive your completed form(s) we will contact your existing ISA provider to arrange the transfer of your funds. Once we receive your funds, we will credit your Teachers Building Society Cash ISA and write to you in the post to confirm this.

**N.B. If you have more than one existing cash ISA with other providers, you'll have to complete one of these forms for each cash ISA that you are transferring.**

### Information about you

Full Name  Date of Birth

Permanent residential address

National Insurance Number         Telephone Number

### Teachers Building Society ISA Account Details

I do not currently hold a Teachers Building Society Cash ISA and enclose a completed application form

I do not currently hold a Teachers Building Society Cash ISA and have completed an online application

I would like to transfer funds into my existing Teachers Building Society Cash ISA account numbered

### Information about the ISA you want to transfer

Name of Provider

Account Number

Sort Code

Roll/Reference Number (if applicable)

**Please note** - The terms and conditions of some ISA products do not allow only part of an ISA to be transferred. Your existing ISA provider may need you to give them specific information before the transfer can go ahead. Please check with your existing provider if you are not sure about this.

### Transfer instructions

Have you made subscriptions to the ISA you wish to transfer (provider details you have entered above) in this current tax year? Yes  No

Do you want to transfer All OR Part of your ISA investment from the provider details you have entered above to your Teachers Building Society Cash ISA? (Select ONE option)

All (to close)  £

(Approx. Amount)

Part

If **PART** (above option selected as 'Part' transfer) please tick and complete only ONE of the relevant options below:

Transfer all current tax year's subscriptions only\*

Transfer all current tax year's subscriptions\* plus part previous year's subscriptions Total Amount £

Transfer previous tax year's subscriptions only: All  £  **OR** Specific Amount £   
Approx. Total Amount

If a transfer amount is not provided where required in the boxes above, we will not be able to process your request.

**\*Important** - the amount in your account representing current tax year subscriptions can only be transferred in full

(continued overleaf)

## Transfer Authority

I authorise my existing ISA provider to transfer the cash ISA (account details and specified instructions above) to Teachers Building Society.

I authorise my existing ISA provider to provide Teachers Building Society with any information about the cash ISA and to accept any instructions from them relating to the cash ISA being transferred.

**Where I must give notice to close or transfer part of the existing cash ISA, or the existing cash ISA contains a Fixed-term deposit that has not reached its maturity date, I instruct my existing ISA provider to either: (please tick the appropriate box)**

- Wait for the full notice period to end or wait until the maturity date (whichever is relevant) before proceeding with the transferring
- Depending on the terms and conditions, carry out the transfer as soon as possible – I will accept any consequential loss of interest or charges which may be applied

Signed

Date

## Transfer Acceptance

We, Teachers 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
- Where the customer has shown above that they want to transfer subscriptions from the current tax year, these must not be more than the current ISA subscription limit.

For the purposes of the transfer of the ISA wrapper under the ISA regulations, the transfer date shall be the date we receive the funds.



Teachers Building Society, Allenvie House, Hanham Road, Wimborne, Dorset BH21 1AG.  
**Telephone:** 0800 783 2367 **Email:** memberservices@teachersbs.co.uk **Web:** teachersbuildingsociety.co.uk  
Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Register no. 156580)