

Please complete this form to transfer into a Cash ISA from an existing Stocks and Shares ISA held with another provider.  
Please complete a separate form for each ISA transfer request.

This form can be completed electronically then saved and printed. If completing manually, please complete in black ink and BLOCK CAPITALS. If you need any help completing this form, please call us on 01257 235003 or visit your local branch.

### 1. Personal Details

Title	<input type="text"/>	First Name(s)	<input type="text"/>	Surname	<input type="text"/>
Address	<input type="text"/>			Date of birth	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	<input type="text"/>			National Insurance Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Postcode			<i>You should be able to find your National Insurance Number on a payslip, P45 or P60, a letter from HM Revenue and Customs, a letter from DWP or pension order book.</i>	
Home telephone	<input type="text"/>	Mobile Number	<input type="text"/>		
Email	<input type="text"/>				

*Individual investors remain responsible for managing their overall subscription limits.  
This means individual investors must ensure that collectively the total subscriptions remain within the overall ISA limit for the tax year.*

### 2. Information about the Stocks and Shares ISA you want to transfer

Name of existing ISA Manager	<input type="text"/>
Full address of existing ISA Manager	<input type="text"/>
	Postcode
Sort Code	<input type="text"/>
Account Number	<input type="text"/>
Roll Number (if applicable)	<input type="text"/>

#### 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 an outstanding fee 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.

Are you transferring the full balance and closing the account ☐ Yes ☐ No

If no, please complete below:

Amount to be transferred from previous tax year	Estimated value: £	<input type="text"/>
Amount to be transferred from current tax year	Estimated value: £	<input type="text"/>

*If you transfer all or part of your Stocks and Shares ISA, this will result in all investments currently held being sold.  
The sale proceeds together with any uninvested cash currently held in the Stocks and Shares ISA, will be transferred to your new provider in its entirety.*

### 3. 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.

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 Chorley 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, Cuip, etc. (if known))	Number or Value of Stocks, Shares, Units or specify 'All' to sell the entire holding

#### 4. 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 ☐

#### 5. Transfer Authority

I authorise my existing ISA provider as specified above to sell investments and transfer the ISA in cash (account number above) to the Chorley Building Society.

I authorise my existing ISA provider to provide the Chorley 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. ☐

Signature

Date

#### 6. Transfer acceptance FOR BANK USE ONLY

We Chorley 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

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

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: Chorley Building Society

#### 7. Transfer Acceptance (to be completed by new ISA Manager)

In circumstances where the funds to be transferred are not cash deposits, please notify me as I may not be able to accept the transfer. Otherwise I Chorley and District Building Society am willing to accept this investor's cash ISA funds, subject to HMRC rules (the ISA regulations). I deem the date shown below to be the transfer date of this cash ISA.

Date:

Address

Name

E-mail

Telephone

Postcode

#### Your Personal Information and what we do with it

We are a data controller of your personal information. The way that we process your personal information is described in our Privacy Notice. The information is available on our website [www.chorleybs.co.uk/privacy](http://www.chorleybs.co.uk/privacy)

Head Office address: Key House, Foxhole Road, Chorley, PR7 1NZ | 01257 235003 | [chorley@chorleybs.co.uk](mailto:chorley@chorleybs.co.uk) | [www.chorleybs.co.uk](http://www.chorleybs.co.uk)

Chorley Building Society is the trading name of The Chorley and District Building Society. The Chorley and District Building Society is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority with the Firm Reference Number: 206023.

You can check this on the Financial Services Register at <http://register.fca.org.uk>. Our registered Office is at Key House, Foxhole Road, Chorley, PR7 1NZ.