

Scottish Widows Bank plc  
 PO Box 12757  
 67 Morrison Street  
 Edinburgh EH3 8YJ  
 Telephone: 0845 845 0829

# ISA Postal Instruction Form

This form has been designed to assist you in depositing or withdrawing funds from your account(s) with us. Telephone instructions can also be accepted by our Customer Service Staff between the hours of 8.00am and 9.00pm Monday to Friday (10am Wednesday). Please note that a separate form requires to be used for each account you have with us. Additional forms are available on request from our Customer Service Staff either by telephone or by post.

Identification Number

Name of Account Holder(s)

### Deposit Instructions

(a) **Personal Cheque - make payable to Scottish Widows Bank plc/'Your Name'.**

Please credit the attached cheque(s) (totalling a min of £10) in my/our favour for

**Please write your Scottish Widows Bank Account Number on the reverse of your cheque(s).**

£

**Please note we can only accept cheques drawn on your personal bank account.**

**Building Society cheques must be verified to confirm they are coming from an account held in your name.**

**Your Building Society must confirm this by writing your name, sort-code, account number and roll number if applicable on the reverse of the cheque. Your Building Society must also stamp and sign the reverse of the cheque.**

(b) **Internal Transfer**

Please transfer £  from my: Instant Transfer/60 Day Notice/Treasury A/C \* delete as appropriate

Account Number

(c) **By Direct Debit**

Please debit my/our pre-advised bank/building society account by direct debit

Single Deposit Amount £  Date Required

or

Regular Instalment Amount £

Start Date

End Date (if known)

Frequency  weekly  monthly  quarterly  annually

### Withdrawal Instructions

Amount £  Date Required

(a) Please credit my/our pre-advised bank/building society account by electronic fund transfer.

(b) Please close my/our account and settle as above. Reason for closure

**Please accept this letter as your instruction to carry out the above transaction.**

Signature

Date

Please send me a further supply of postal instruction forms.

# Telephone Banking

## 0845 845 0829

### Choose option 1 for Deposit Accounts

Remember our Customer Service staff are available on the above number 8.00am to 9.00pm,  
Monday to Friday (10am Wednesday)  
(local call rates apply).

Calls outwith these times will be stored on our answer machine and dealt with as soon as possible.

### Secure Banking

We can arrange for funds to be sent to your pre-advised bank account and,  
using a direct debit mandate, funds can be collected from your account.

Regular payments to and from your account can also be  
arranged by telephoning our customer services number.

(N.B. Security passwords must be in place)



Scottish Widows Bank acts as an introducer only to the Scottish Widows and Lloyds TSB Marketing Group, members of which are authorised and regulated by the Financial Services Authority. Scottish Widows Bank plc. Company Number 154554. Registered in Scotland having its Registered Office at: PO Box 12757, 67 Morrison Street, Edinburgh EH3 8YJ. The main business of Scottish Widows Bank is arranging, entering into and administering mortgages and accepting deposits. Authorised and regulated by the Financial Services Authority.

Our FSA register number is 201601. Signatory to the Banking Codes.

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