

SCOTTISH WIDOWS BANK

POSTAL INSTRUCTION FORM

Scottish Widows Bank plc
PO Box 12757
67 Morrison Street
Edinburgh EH3 8YJ
Telephone: 0345 845 8555

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 team between the hours of 8.00am and 6.00pm, Monday to Friday (Wednesdays from 10am). Please note that a separate form is required for each mortgage account you have with us. Additional forms are available to download from our website, www.scottishwidowsbank.co.uk or on request either by telephone or by post.

DEPOSIT INSTRUCTIONS

Account Number

Grid of 12 empty boxes for account number

Which account should the money be paid in to? (please tick one box)

Offset Saver Account checkbox

Offset Saver Account

Mortgage Reserve checkbox

Mortgage Reserve

Mortgage Account\* checkbox

Mortgage Account\*

\*Reducing the outstanding balance of your mortgage may affect your monthly payments or the mortgage term remaining. If you are making a capital repayment of your mortgage please contact customer services on 0345 845 8555 to discuss your requirements.

If you have a fixed rate mortgage you can make one capital repayment each year of the mortgage, for no more than 10% of the outstanding balance. If you exceed this limit you will be liable to pay Early Repayment Charges.

Name of Account Holder(s)

Two empty text boxes for account holder name

Please provide a contact telephone number we can call you on should we have a query regarding this payment:

Empty text box for contact telephone number

Personal Cheque – made payable to Scottish Widows Bank plc/‘Your Name’.

Please credit the attached cheque(s) (totalling a min of £100) in my/our favour for

£ symbol followed by empty text box for amount

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.

To help us comply with Anti-Money Laundering Guidelines please declare the source of funds.

Salary/Income/Bonus

Empty checkbox for Salary/Income/Bonus

Maturing Policy Proceeds/Existing Savings

Empty checkbox for Maturing Policy Proceeds/Existing Savings

Sale of Property

Empty checkbox for Sale of Property

Other (please specify)

Empty text box for other source of funds

Regular Overpayment (not available with fixed rate mortgages)

Complete this section if you'd like to increase your regular monthly payment in order to make ongoing overpayments.

Please amend my monthly payment to collect (this amount can be for any figure in excess of the normal monthly payment):

Fixed Amount checkbox

Fixed Amount

£ symbol followed by empty text box for amount

(This is the amount that will be collected from your account. If your normal monthly payment increases above this amount we will automatically increase your monthly payment to cover the normal monthly payment amount)

OR

Monthly Payment plus checkbox

Monthly Payment plus

£ symbol followed by empty text box for amount

(This amount will be collected on top of your normal monthly payment)

