

# Account Transfer Form (Form A)



## The Customer

Name

Telephone Number:

Close "Old" bank account? Yes  No

Address

  
  


## The "Old" Bank

Bank

Branch

Contact Name (If available)

Contact Phone (If available)

Sort Code  -  -

BIC

IBAN

Customer Account Number(s) & Description

## Ulster Bank

Bank

Branch

Contact Name

Contact Phone

Sort Code  -  -

BIC: ULSBIE2D

IBAN

Customer Account Number

Date of Transfer<sup>1</sup>

## To: The Manager, The "Old" Bank

- I/We hereby request and authorise you to prepare and supply to Ulster Bank and to me a schedule of Direct Debit Instruction details excluding SEPA Direct Debits and Standing Order details ("the schedule") held by you in relation to each of my/our account(s) at your branch as listed above ("the Account(s)").<sup>2</sup>
- If I have indicated above "Yes" that I would like my "Old Account" to be closed, then:
  - I further request and authorise you to transfer, with effect as and from the Date of Transfer above the remaining balance of the Account(s) to Ulster Bank (and to the account thereat) as listed above as soon as all other normal procedures for account transfer are completed, upon or following which transfer you are authorised and instructed to close the Account(s).
  - I acknowledge that the cheques, direct debits and other items which are presented for payment on the "Old" Account(s) after the date of transfer will be returned unpaid.<sup>3</sup>
  - You will endeavour to redirect debit/ATM transactions presented on my/our account after it has been closed, to my/our Ulster Bank account(s).
- Please notify the originators/creditors that are located within the Republic of Ireland of direct debits on the Schedule of the details of the above transfer as soon as practicable following receipt of this request.<sup>4</sup>

Yours Sincerely

Customer 1<sup>5</sup>

Date

Customer 2

Date

## To: The Manager, Ulster Bank

- On receipt of the Schedule as described above, I/We authorise you to pay Direct Debits and Standing Orders as so listed in the Schedule on and out of my/our account with your branch as listed above (and in accordance with the bank mandate applicable to that account). I understand that I must personally contact SEPA originator(s)/creditor(s) outside of the Republic of Ireland and arrange to transfer the SEPA direct debit(s) to my new account. I/We will inform you in writing if I/We wish to amend or cancel any part of this instruction.
- If I have indicated that I wish my "Old" Account to be closed, then:
  - If my balance at the "Old" Bank is overdrawn, I authorise you to debit my account the amount of such overdrawn balance as is transferred to you by the "Old" Bank.
  - I authorise you to pay amounts in relation to debit/ATM transactions which have not been applied to my Old Account by the switching date which are presented to you for payment.

Yours Sincerely

Customer 1

Date

Customer 2

Date

1. Please note your preferred date indicates to us when you wish your switch to commence – this process will be complete in seven working days from the date indicated. If there is activity such as uncleared items on your Old Account(s) this may delay the switching process and your Account may not be switched on your preferred date.  
 2. For customers who are closing the Old Bank Account(s) – if there are no standing orders or Direct Debits on your Account(s) a nil return is required. If you have chosen to keep your Old Account(s) open and there are no Standing Orders or Direct Debits on your Old Bank Account your switch will be cancelled.  
 3. Return all unused cheques and bank cards from your Old Bank (if your Old Bank Account is to be closed), when you receive your new Ulster Bank Chequebook.  
 4. No action is required if a schedule does not exist.  
 5. Please note that all customer signatures on this form must be in accordance with both the "Old" bank mandate and terms and conditions, and the Ulster Bank mandate and terms and conditions.

For information as to how we use your information, please refer to your Data Protection Terms and Conditions contained in your Non-Personal Account Opening Form. By signing this transfer form you agree to have your information used in accordance with these Terms and Conditions.

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- Please notify the originators/creditors that are located within the Republic of Ireland of direct debits on the Schedule of the details of the above transfer as soon as practicable following receipt of this request.<sup>4</sup>

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Yours Sincerely

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<sup>2</sup> For customers who are closing the Old Bank Account(s) – if there are no standing orders or Direct Debits on your Old Bank Account your switch will be cancelled.

<sup>3</sup> Return all unused cheques and bank cards from your Old Bank (if your Old Bank Account is to be closed), when you receive your new Ulster Bank Chequebook.

<sup>4</sup> No action is required if a schedule does not exist.

<sup>5</sup> Please note that all customer signatures on this form must be in accordance with both the "Old" bank mandate and terms and conditions, and the Ulster Bank mandate and terms and conditions.

For information as to how we use your information, please refer to your Data Protection Terms and Conditions contained in your Non-Personal Account Opening Form. By signing this transfer form you agree to have your information used in accordance with these Terms and Conditions.

For Ulster Bank CSC use only – I hereby certify that this document is a true copy of the original.

Authorised signature

Signature number

**Ulster Bank Copy**

ULST1656 RI February 2021

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