

Please complete this form where either you have opted for a partial current account switch service or where you do not qualify for the full account switch service.

Important information

The Account Terms and a summary of how we use personal information and our regulatory details are available online for you to read and print. This information is important – you should read it carefully before proceeding with the completion of the application form and print a copy for your own records.

Alternatively, please ask your Relationship Manager for a copy of the Account Terms, 'Regulatory Details' and a copy of our Privacy Notice.

Please complete this form in BLOCK CAPITALS and in black ink, mark the box with a cross where applicable and delete as appropriate. Please do not write on or mark this form outside the boxes and lines provided.

1. Ulster Bank customer details

Business/organisation name _____

New bank details
Ulster Bank branch _____ Sort code

2. Old bank details

Name of old bank/building society _____ Sort code

3. Details of the account(s) you wish to transfer

3.1 Main account

Old account name _____ Old account number
and/or building society roll number

New bank details
Ulster Bank
account name _____ Ulster Bank
account number

Are there Standing Orders and Direct Debits to be transferred from the old account? Yes No

3.2 Additional account

Old account name _____ Old account number
and/or building society roll number

New bank details
Ulster Bank
account name _____ Ulster Bank
account number

Are there Standing Orders and Direct Debits to be transferred from the old account? Yes No

3.3 Additional account

Old account name _____ Old account number
and/or building society roll number

New bank details
Ulster Bank
account name _____ Ulster Bank
account number

Are there Standing Orders and Direct Debits to be transferred from the old account? Yes No

4. Instructions to Ulster Bank - please mark all relevant boxes below, referring to guidance notes for information.

4.1 Standing Orders and Direct Debits

Ask my/our old bank/building society for a list of the Standing Orders and Direct Debits that are paid from my/our old account **and**

EITHER

Option 1

- Set up Standing Orders and Direct Debits exactly as they are at my/our old bank/building society without reference to me/us and instruct my/our old bank to cancel all payments made by them.

Option 2

- Send me/us a list of the Standing Orders and Direct Debits on my/our old bank/building society account to review* I will then contact you to confirm that Option 1 (above) may proceed or advise you of any amends to this list.

Option 3

Yes No

- Instruct my/our old bank/building society to cancel **all** Standing Orders and Direct Debits made by them (and do not set up any Standing Orders and Direct Debits on my new account with you).

***Please note** - if we do not hear from you within 10 working days of sending the list for you to review we will proceed with your transfer according to Option 1 as defined above.

4.2 Money coming into your account (excluding dividend payments)

Advise organisations, individuals and other direct payment providers to redirect regular credits to my/our new account

Please note - you must provide full details in section 5

4.3 Transferring your account balance(s)

Ask my/our old bank/building society to transfer any credit balance(s) on my/our account(s) to my/our Ulster Bank account, or confirm the amount outstanding on my/our overdraft with them and transfer money from my/our Ulster Bank account to repay the outstanding borrowing advised.

4.4 Closing your account(s)

Close my/our old account(s) as detailed in section 3.

5. Additional information - regular credits you receive

Please provide full details of the credits you receive into your account below. This will allow us to contact the provider(s) and advise them of your new bank account details. Please note that it is then the credit provider(s) responsibility to make the appropriate change.

5.1 Name of provider _____

Address line 1

Address line 2

Address line 3

Address line 4 OR overseas country

Postcode

Reference (if applicable)

Account to be credited Account name _____

5.2 Name of provider

Address line 1

Address line 2

Address line 3

Address line 4 OR
overseas country

Postcode

Reference (if applicable)

Account to be credited

Account name

5.3 Name of provider

Address line 1

Address line 2

Address line 3

Address line 4 OR
overseas country

Postcode

Reference (if applicable)

Account to be credited

Account name

5.4 Name of provider

Address line 1

Address line 2

Address line 3

Address line 4 OR
overseas country

Postcode

Reference (if applicable)

Account to be credited

Account name

6. Sole Trader details – only required to be completed if your legal status is a sole trader

6.1 Residential address

Address line 1

Address line 2

Address line 3

Address line 4 OR
overseas country

Postcode

6.2 Debit card details

Cardholder name

Debit card number

Debit card expiry date
(DD/MM/YYYY)

7. Account authorised signatories' details

Please provide details of the authorised signatories who are authorised to perform account switches or are the highest signing rule of the old bank mandate of this account

Do the authorisers named below match those named on your old bank mandate? Yes No

7.1 First authorised signatory

Title Mr Mrs Miss Ms Other
(please specify)

First name

Middle name(s)

Surname

Date of birth
(DD/MM/YYYY)

Nationality

Country of residence

Account party type*

7.2 Second authorised signatory

Title Mr Mrs Miss Ms Other
(please specify)

First name

Middle name(s)

Surname

Date of birth
(DD/MM/YYYY)

Nationality

Country of residence

Account party type*

7.3 Third authorised signatory

Title Mr Mrs Miss Ms Other
(please specify)

First name

Middle name(s)

Surname

Date of birth (DD/MM/YYYY)

Nationality

Country of residence

Account party type*

7.4 Fourth authorised signatory

Title Mr Mrs Miss Ms Other
(please specify)

First name

Middle name(s)

Surname

Date of birth (DD/MM/YYYY)

Nationality

Country of residence

Account party type*

8. Instructions to the Ulster Bank – please mark all relevant boxes

8.1 Standing Orders and Direct Debits

Ask my/our old bank for a list of Standing Orders and Direct Debits which are paid from my/our/old account(s) and

EITHER

Option 1

Set up Standing Orders and Direct Debits exactly as they are at my/our old bank without reference to me/us and instruct my/our old bank to cancel all payments made by them.

OR

Option 2

Send me/us a list of the Standing Orders and Direct Debits on my/our old bank account(s) to review*
And await my/our further instruction.

*Please note - if we do not hear from you we will be unable to proceed with the transfer of your Standing Orders/Direct Debits

8.2 Transferring your account balance(s)

Ask my/our old bank to transfer any credit balance(s) on my/our account(s) to my/our Ulster Bank account, or confirm the amount outstanding on my/our overdraft with them and transfer funds from my/our Ulster Bank account to pay the outstanding borrowing.

8.3 Closing your account(s)

Ask my/our old bank to close my/our old account(s)

8.4 Timescales (for all accounts being switched)

I/We require Ulster Bank to:

Set up my regular payments on

OR

Await Further instruction

Transfer the balance or arrange for repayment of existing overdraft/borrowing on

OR

Close my old account(s) on

OR

9. Keeping You Informed

We will keep you up to date on how your switch is progressing and will issue letters to update you throughout your switching journey. If you also wish to receive email and/or SMS updates, please input your email address and/or mobile number below.

Contact name

Business e-mail address

Mobile number

10. Declaration and signature(s)

I/ We declare that this form is signed in accordance with the mandate held by my/our old bank/building society and also in accordance with the bank account mandate provided to Ulster Bank.

Signatory 1

Name _____

Position held _____

Date (DD/MM/YYYY) _____

Signatory 2

Name _____

Position held _____

Date (DD/MM/YYYY) _____

Signatory 3

Name _____

Position held _____

Date (DD/MM/YYYY) _____

Signatory 4

Name _____

Position held _____

Date (DD/MM/YYYY) _____

Credit Facilities: Over 18's only

Authorised and regulated by the Financial Services Authority

For Commercial/Relationship Manager use

Staff name _____

Branch/Unit _____

Location _____

Contact number _____
(including extension, if applicable)

Forward to Account Switching Team, CSC, Danesfort, Belfast.

Ulster Bank, a business name of National Westminster Bank Plc ("NatWest"), registered in England and Wales
(Registered Number 929027). Registered Office: 250 Bishopsgate, London, EC2M 4AA.

Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority, and entered on the Financial Services Register (Registration Number 121878) except in respect of our consumer credit products for which Ulster Bank is licensed and regulated by the Office of Fair Trading. Calls may be recorded.

Guidance notes for completion of the Account Switching Service Application

These notes are provided to assist you with the completion of the application form. The headings below in 'bold' relate to the same headings overleaf

Section 7 Account Authorised Signatories

Account Party Types insert the 4 letter code from the below list of account party types

• PRIM – Primary owner	• SCND – Secondary owner
• JOIN – Joint owner	• BENE – Beneficiary
• TRST – Trustee	• POAT – Power of attorney
• CUST – Custodian for minor	• LGRD – Legal guardian
• NOMI – Nominee	• ASGN – Account signatory

Section 8 Instructions to Royal Bank of Scotland plc

Standing Orders and Direct Debits

Option 1 – If you cross this box, Ulster Bank will send an advice to your old bank and within three working days they are required to send us the details of your current Standing Orders and Direct Debits.

Ulster Bank will then set up your Standing Orders and Direct Debits exactly as they are currently set up at your old bank. Ulster Bank will then instruct your old bank to cancel all payments currently made by them.

OR

Option 2 – If you cross this box, Ulster Bank will send an advice to your old bank and within three working days they are required to send us details of all your current Standing orders and Direct Debits. Ulster Bank will arrange to send you a copy of the details received from your bank (usually within one working day of receipt) requesting you to instruct us on how to progress with these payments. If we receive your instruction, we will take action accordingly, with Standing Orders and Direct Debits being set up on your new account(s), on the date specified by you. *Please note – if we do not hear from you we will be unable to proceed with the transfer of your Standing Orders/Direct Debits. It is your responsibility to inform us which Standing Order or Direct Debit you would like to transfer.

Transferring your account balance(s)

If you cross this box Ulster Bank will contact your old bank to arrange the transfer of any credit balance from your old account(s) or alternatively we will confirm the amount outstanding on your overdraft with the old bank and transfer the funds from your Ulster Bank account to pay the outstanding borrowing.

Closing your account(s)

If you cross this box Ulster Bank will contact your old bank to arrange the closure of the old account(s).

Section 9 Timescales

Please detail any specific dates you wish Ulster Bank to follow or cross the appropriate box to indicate The Royal Bank of Scotland should await your further instruction.

Section 10 Declaration and signature(s)

This form must be signed in accordance with the mandate held by your old bank and also in accordance with the Bank Account Mandate provided to Ulster Bank. Failure to do so may delay the account transfer process.

Ulster Bank is covered by the Financial Services Compensation Scheme (FSCS). The FSCS can pay compensation to depositors if a bank is unable to meet its financial obligations. Most depositors can claim back up to £75,000 of their deposits (or £75,000 for each eligible account holder if it's a joint account). An FSCS information sheet, including a list of exclusions from the scheme will be provided on an annual basis. For further information about the compensation provided by the FSCS, refer to the FSCS website: www.fscs.org.uk.

Internal Use Only

Eligibility criteria met and customer opted for Partial Switch

OR

Eligibility criteria not met

Are there any additional account switch forms?

If yes, how many are there?

What is the legal status of the organisation? (Choose code from options below)

- **IAPS** – Industrial and Provident Society (e.g. a Co-operative, which includes Ltd. or charity)
- **PCLS** – Private Company limited by shares (Ltd.)
- **PCLG** – Private Company limited by guarantee (Ltd.)
- **PCLC** – Public Limited Company (Plc.)
- **GENP** – General Partnership
- **LLPP** – Limited Liability Partnership (LLP)
- **LIMP** – Limited Partnership (LP)
- **UNLC** – Unlimited Company
- **CICC** – Community Interest Company (CIC)
- **CIOC** – Charitable Incorporated Organisation (CIO)
- **SOLE** – Sole Proprietorship/Sole Trader
- **CHAR** - Charity

Staff signature

Name

Date (DD/MM/YYYY)

Email address

Contact Telephone No

Send to:

Ulster Bank: Please send to your CSC team.