



Protected



# Stocks and Shares to Cash ISA transfer form

To arrange your transfer please complete this form and forward it to your local branch.

## Applicant 1

Title (Mr/Mrs/Miss/Ms/other.)	<input type="text"/>	Date of Birth:	<input type="text"/>
First Name(s):	<input type="text"/>	NI Number:	<input type="text"/>
Surname:	<input type="text"/>	Tel Number Home:	<input type="text"/>
Address:	<input type="text"/>	Tel Number Mobile:	<input type="text"/>
		Email:	<input type="text"/>

Information about the Stocks and Share ISA you want to transfer.

Name of existing ISA provider:	<input type="text"/>
Address:	<input type="text"/>
ISA Account Number/Reference:	<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 outstanding fees 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.

**Q1** Do you want to transfer all or part of your ISA?  All  Part

If you answered 'All' to question 1 this will result in all investments currently held being sold. The sale proceeds, together with any uninvested cash currently held in the ISA, will be transferred to your new provider in its entirety.

**Q2** Have you subscribed to this stocks and shares ISA in the current tax year?  Yes  No

If you answered 'All' to question 1, please go directly to the **Transfer Authority** section on page 3.

If you answered 'Part' to question 1, please answer questions 3 – 5 on page 2.

**Partial Transfers**

**Q3** If you answered yes to Q2 do you want to transfer your current tax year ISA subscription (this would involve selling any investments made with the subscription from the current tax year)?

Yes  No

**Please note that the amount in your account representing current tax year subscriptions can only be transferred in whole and not in part.**

**Q4** If you only want to transfer your subscriptions from the current tax year, *tick here*

**OR**  
If you only want to transfer all of your subscriptions from previous tax years, *tick here*

**OR**  
If you only want to transfer some of your subscriptions from previous tax years (as well as investments relating to current year subs if you answered yes to Q3) and provide sale instructions by answering Q5, *tick here*

**Q5 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 Leek United 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

**Q5b 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*

**Your Leek United Cash ISA**

Account Number:

New account:  Tick here Number (OFFICE USE)

**If the transfer is to a new account, please ensure an ISA application form is completed at the same time as this form.**

**Transfer Authority**

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

I authorise my existing ISA provider to provide Leek United 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 the 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

**Transfer Acceptance (to be completed by Leek United Building Society)**

We Leek United 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.

**OR**

We must receive all residual income payments no later than:

Any residual income payments after this date must be paid away to the customer.

We do not accept residual payments if they are below:

These funds should be paid away to the customer.

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 **Leek United Building Society**

Leek United Building Society Customer Service Centre, 50 St. Edward Street, Leek ST13 5DL  
t: 0808 281 9308

Branches throughout Staffordshire, Cheshire, Shropshire and Derbyshire

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