

FOR SOCIETY USE	Date opened	Source	Account Number	Cust No(s)

**THIS FORM CAN BE COMPLETED ONLINE BY TYPING YOUR DETAILS IN THE RELEVANT FIELDS, OR HANDWRITTEN. COMPLETED FORMS MUST BE PRINTED AND REQUIRE A HANDWRITTEN SIGNATURE. PLEASE NOTE OUR ID REQUIREMENTS AT THE BOTTOM OF THE FORM.**

Completed forms and ID can be scanned and emailed to us at [members@scotbs.co.uk](mailto:members@scotbs.co.uk) or sent to us at **Scottish Building Society, SBS House, 193 Dalry Road, EDINBURGH EH11 2EF**. You can also hand in your form along with your ID at your nearest Scottish Building Society Relationship Centre.

Please use **BLOCK LETTERS** throughout. Complete **ALL** sections where appropriate. Fields marked with \* must be completed.

I enclose £  to open a  **Cash ISA**  **Fixed Rate ISA** (tick relevant box)

If opening a Fixed Rate ISA, the term is for  year(s)

I apply to subscribe for the  /  tax year and each subsequent year until further notice

I am re-registering my existing Cash ISA/Fixed Rate ISA, account number:

Source of funds  
(e.g. inheritance, sale of property, shares, redundancy, pension lump sum)

Purpose  
(what are you saving for?)

Expected frequency of deposits  
(e.g. weekly, monthly, one-off)

## APPLICANT'S DETAILS

Title*	<input type="text"/>	Email Address	<input type="text"/>
Forename(s)*	<input type="text"/>	Contact Phone No* (Please see MARKETING PREFERENCES)	<input type="text"/>
Surname*	<input type="text"/>	Alternative Phone No	<input type="text"/>
Address*	<input type="text"/>	Date of Birth*	<input type="text"/>
		NI Number*	<input type="text"/>
		Occupation*	<input type="text"/>
Postcode*	<input type="text"/>	Nationality*	<input type="text"/>
Number of years at current address*	<input type="text"/>	Place of Birth*	<input type="text"/>
If less than two years, please provide details below of previous addresses in the last two years:	<input type="text"/>	Address for correspondence (if different from above)	<input type="text"/>
Are you an existing member?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Preferred contact method:	<input type="checkbox"/> Post <input type="checkbox"/> Email <input type="checkbox"/> Phone

## INTEREST INSTRUCTIONS\*

Tick one option only

- Interest to be added to the account **ANNUALLY**
- Interest to be transferred to Scottish Building Society account number:

- Interest to be paid to nominated UK bank account:

Name of Bank

Account Name

Sort Code

Account No

## DECLARATIONS

I declare that:

- All subscriptions made, and to be made, belong to me;
  - I am 18 years of age or over;
  - I have not subscribed, and will not subscribe, to more than the overall ISA subscription limit total in the same tax year;
  - I am resident in the United Kingdom for tax purposes or, if not so resident, either perform duties by virtue of Section 28 of Income Tax (Earnings & Pensions) Act 2003 (Crown employees serving overseas), are treated as being performed in the United Kingdom, or I am married to, or in a civil partnership with, a person who performs such duties. I will inform Scottish Building Society if I cease to be so resident or to perform such duties or be married to, or in a civil partnership with, a person who performs such duties;
  - I authorise Scottish Building Society to hold my cash subscriptions to this ISA and any interest on those subscriptions;
  - I declare that this application has been completed to the best of my knowledge and belief;
  - I apply to subscribe for a cash ISA for tax year 2024/25 and each subsequent year until further notice.
- 1) I understand that the operation of this account will be governed by the terms and conditions for the specific product chosen and by the Savings Terms and Conditions. I understand that it is my responsibility to read these carefully and to ask for clarification if there is anything in them that I do not understand.
  - 2) I agree to be bound by the Rules of Scottish Building Society and the Assignment of Windfall Benefits detailed in the Savings Accounts Terms and Conditions.

## USE OF PERSONAL INFORMATION

- 3) I understand that by signing this application form I confirm that I have read **in full** the Customer Privacy Notice of the Society that has been provided to me along with this application form.
- 4) I acknowledge and understand that in order to process my application, the Society will perform identity checks on me with one or more Credit Reference Agencies (CRAs) and/or Fraud Prevention Agencies (FPAs) who will supply information, including information from the Electoral Register, for the purpose of verifying my identity and my address. The CRAs and FPAs will record details of the search whether or not this application proceeds. Information may be used for debt tracing and the prevention of money laundering as well as (in the case of the Society) for the management of my account. Further checks of this type may be carried out periodically at CRAs and FPAs to manage my account and throughout the course of my relationship with the Society.

## MARKETING PREFERENCES

We (the Society) will **only** use the contact information you supply in this application to notify you of important changes to your account (for example, when we change our Terms & Conditions or the interest rate changes). This is usually done by post, so that you have a paper copy to file and refer to. If you register your accounts with our online service – SBS Online – we may also send you important notices by email.

We may from time to time provide you with updates on new products, services and special offers. Please tick the boxes below to tell us how you would prefer to be contacted. Please note, if you leave these boxes blank you will not receive these updates.

By Post  By Phone<sup>†</sup>  By Email

You can contact us to change your marketing preferences at any time. We value your privacy and will always handle your personal data in accordance with our Privacy Policy which can be viewed online at: [www.scottishbs.co.uk/data-privacy-policy](http://www.scottishbs.co.uk/data-privacy-policy)

<sup>†</sup>We will use your Main Contact number.

## FINANCIAL SERVICES COMPENSATION SCHEME

- 5) I confirm that I have read the Financial Services Compensation Scheme Information Sheet. (Copies of this, and our Privacy Notice, are available at all our Relationship Centres and online at [www.scottishbs.co.uk](http://www.scottishbs.co.uk))

SIGNATURE

DATE

## WE NEED PROOF OF IDENTIFICATION TO OPEN YOUR ACCOUNT

You can find out what to send us and how to certify your copies (if required) by visiting [www.scottishbs.co.uk/help-and-support/proving-your-identity](http://www.scottishbs.co.uk/help-and-support/proving-your-identity). For postal applications we need a photocopy of your passport or driving licence, please do not send in originals. We use an electronic verification system to verify the documents and/or information you provide. If we can't confirm your identity in full, we'll contact you and ask you for some additional documents – we'll explain what we need if we contact you. Please add your passport and/or driving licence numbers below:

Passport number

Driving licence number

You have 3 options for sending your completed application form and ID to us:

1. Email your scanned application form and ID to us at: [members@scotbs.co.uk](mailto:members@scotbs.co.uk)
2. Post your application form and ID to us at: Scottish Building Society, SBS House, 193 Dalry Road, EDINBURGH EH11 2EF
3. If you apply face-to-face in any of our Relationship Centres, you'll need to provide two separate forms of ID when you visit us.

For postal applications, your first deposit to the account must be made by cheque and must be issued from a UK Bank or Building Society Account in your name.

<b>FOR SOCIETY USE</b>	Name and address verified by (initials/date)		Source of funds		Checked by (initials/date)	
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