

Add/delete account holder/signatory to/from an account

Account number: Account number: Account number:

Account number: Account number: Account number:

Name(s) of existing account holder(s) (in block capitals):

1st: _____

2nd: _____

New details

Please ensure all boxes are completed in full, using black ink and BLOCK CAPITALS and sign as required. Incomplete or incorrect forms will cause a delay and may have to be returned to you and could also result in your application being rejected.

Add account holder/signatory

Title (e.g. Mr/Mrs/Ms): _____

Surname: _____

Forename(s): _____

Date of Birth (DD/MM/YYYY): _____

Address: _____

Postcode: _____

Nationality: _____

Email: _____

Telephone number: _____

Mobile number: _____

Reason for signatory: _____

Occupation: _____

Estimated Annual Income: _____

Delete account holder/signatory

Title (e.g. Mr/Mrs/Ms): _____

Surname: _____

Forename(s): _____

Date of Birth (DD/MM/YYYY): _____

Address: _____

Postcode: _____

Email: _____

Telephone number: _____

Mobile number: _____

Reason for removing signatory: _____

New account name:

How many signatures are required for withdrawal? Any account holder to sign All account holders to sign Signatory only to sign

If no box is ticked the Society will assume that ALL signatures are required. If you subsequently decide to change to operation by any one signature, a separate authority in writing by all account holders must be given before this can be effective.

Complete this section if you are deleting a signatory on a children's account

I/We request that now operates his/her own account.

Specimen signature of the person to operate the account in future

Please see Marketing Consent section overleaf. If you **would like** to receive such direct marketing communications, please indicate by marking the box.

Tax residency

Only complete the next section if you are being added as an account holder. (You must answer ALL questions.)

First applicant (You must answer these questions. If you do not answer ALL questions this will delay the processing of your application form.)

1. Are you resident for tax purposes in **only** the UK? Yes No If **NO**, please provide details of the country(ies) where you are resident for tax purposes.

2 3

2. Are you a citizen of the United States of America (USA)? Yes No A USA citizen is deemed to be a tax resident of the USA, regardless of their country of habitation.

3. If you have answered **NO** to question 1 you must provide your tax identification number for every country that is listed for question 1 **apart** from the UK.

2 3

If a tax identification number is unavailable you must provide the reason, either reason **A, B or C, in the relevant box above**. The reasons are as follows:

Reason A - The country where the applicant is liable to pay tax does not issue tax identification numbers to its residents

Reason B - The applicant is otherwise unable to obtain a tax identification number or equivalent number. (Please explain why you are unable to obtain a tax identification number in the below table if you have selected this reason)

Reason C - No tax identification number is required. (Please note: only select this reason if the authorities of the country of tax residence entered above do not require the tax identification number to be disclosed)

Please explain in the following boxes why you are unable to obtain a tax identification number if you selected Reason B above.

2 3

If you are a tax resident of a country(ies)/jurisdiction(s) other than the UK and the UK has agreed to exchange information with that country(ies)/jurisdiction(s) then the West Brom has to forward relevant information about your account to HM Revenue and Customs (HMRC) and HMRC will pass the information to that country(ies)/jurisdiction(s). The West Brom does not give tax advice. If you have any questions about this form, these instructions, or defining your tax residency status, please speak to your tax adviser or domestic tax authority. You can also find out more, including a list of jurisdictions that have signed agreements to automatically exchange information, along with details about the information being requested, from the Organisation for Economic Co-operation and Development. Additionally, further information can be obtained from HMRC.

PLEASE COMPLETE THE REST OF THE FORM OVERLEAF

How we use your personal information

In order to process your application and manage your account, any information provided by you may be held by West Bromwich Building Society (as Data Controller) in our records and may be shared within West Bromwich Building Society Group of companies, as well as with Fraud Prevention Agencies. For further information about how we will use your personal information and your rights under Data Protection legislation, please read the Privacy Notice that has been provided to you which is also available at www.westbrom.co.uk/privacy-notice.

If you have any questions about the information provided, please write to the Data Protection Officer at West Bromwich Building Society, 2 Providence Place, West Bromwich B70 8AF.

Marketing Consent

The Society would occasionally like to keep you up to date with details of products and services by email, telephone or post. The Society will not sell your details to any company for their own use, but may pass on your details to i) its subsidiary companies and ii) mailing houses (who enable us to send our direct marketing communications to you).

If you have been added to the account as an account holder or signatory and **would like** to receive such direct marketing communications, please indicate by marking the box.

You may withdraw your consent or change your preferences at any time by writing to: Data Protection Officer, West Bromwich Building Society, 2 Providence Place, West Bromwich B70 8AF. Alternatively, you can speak to our Customer Service team on 0345 241 3784 (we are open Monday to Friday 8.30am to 6.00pm; Saturday 8.30am to 12.30pm).

Please note that these instructions will supersede any existing consents currently held by the Society. These will also continue as your current marketing preferences unless you contact us and tell us otherwise.

Please read: The product leaflet; the Society's General Terms and Conditions; the Specific Terms and Conditions; and this application form to which your account will be subject. For your own benefit and protection you should read the above carefully before signing this application form. All of the above are available at any of our branches and you can also find them on our website at www.westbrom.co.uk. If you do not understand any point please ask for further information prior to signing.

Declaration*

I/We declare that the sum shown is being invested in West Bromwich Building Society by me/us as sole/joint beneficial owners and any money invested does not belong to a company or other corporate body. I/We agree that we will become member(s) of the Society and be bound by the rules of the Society. (You can get a copy of our rules at any of our branches and you can also find them on our website at www.westbrom.co.uk). I/We have read the terms and conditions of the account in which I/we wish to invest which are set out in the product leaflet, General Terms and Conditions leaflet, and this application form. I/We understand that the terms and conditions relating to this account set out in the product leaflet and the General Terms and Conditions and the terms of this declaration apply to my/our investment and the subsequent conduct of the account. I/We agree (in the case of a joint account) to the order in which the account holders' names will appear in the Society's records. I/We understand that this is important since only the first account holder has voting and other rights as 'representative joint holder' under the Society's rules, and it may also affect who (i.e. one of us or charity) would receive any windfall benefits. I/We understand that the information supplied by me/us is covered by the full provisions of the terms and conditions governing the account holder's relationship with the West Brom setting out how the West Brom may use and share the information supplied by me. We may need to verify your identity; our ID requirements can be found in our ID leaflet. I/We acknowledge that the information contained in this form and information regarding the account holder and any Reportable Account(s) may be provided to the tax authorities of the country in which this account(s) is/are maintained and exchanged with tax authorities of another country or countries in which the account holder may be tax resident pursuant to intergovernmental agreements to exchange financial account information. I/We declare that all statements made in this declaration are, to the best of my/our knowledge and belief, correct and complete. I/We undertake to advise the West Brom within 14 days of any change in circumstances which affects the tax residency status of the individual identified in this form or causes the information contained herein to become incorrect, and to provide the West Brom with a suitably updated self-certification and Declaration within up to 14 days of such change in circumstances.

I/We have read the section entitled Marketing Consent and by signing this form I/we consent to the uses and disclosures of information listed.

Additional declaration for charitable assignments*

Please read the section entitled 'Charitable Assignment' within the Society's General Terms and Conditions, to which your account will be subject. For your own benefit and protection you should read this section carefully before signing this application form. The Society's General Terms and Conditions are available at any of our branches and you can also find them on our website at www.westbrom.co.uk

***Declaration applies where you are adding a new account holder only.**

Please read the **How we use your personal information, Marketing Consent, Declaration and Additional Declaration for Charitable Assignment** sections above before signing this form.

Information sheet and signatures

All account holders/signatories to sign. I/We agree to the revised account details on this form:

You **must** tick here to confirm that you have received the Customer Information Sheet containing details of the enhanced Depositor Protection Scheme. Failure to tick this box may result in a delay in the processing of your instructions.

First account holder/signatory

Second account holder/signatory

First account holders/signatory signature (Delete as appropriate):

Second account holders/signatory signature (Delete as appropriate):

Date (DD/MM/YYYY):

Date (DD/MM/YYYY):

For office use only

A/C amended by (Name & Staff no.):

A/C holder capacity amended by (Name & Staff no.):

Passbook amended by (Name & Staff no.):

Checked by (Stamp, Initials & Staff no.):

ID1:

Date sent to EDM:

ID2:

Reason for delay sending to EDM:

IMN08 record ceased (Name & Staff no.):

Correspondence address checked (Name & Staff No):

IMN08 checked to ensure any record held is in the name of the account holder (Name & Staff no.):

Reason signatory unable to attend and sign:

Head Office: 2 Providence Place, West Bromwich B70 8AF.

www.westbrom.co.uk

Calls and electronic communications may be monitored and/or recorded for your security and may be used for training purposes. Your confidentiality will be maintained. The West Brom is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and Prudential Regulation Authority. Register No. 104877. 'the West Brom' is a trading name of West Bromwich Building Society.

