Stocks and Shares ISA to Cash ISA Transfer Request

Royal Bank of Scotland

Please note – when filling out this form, please use the tab and arrow keys to move between the relevant fields. Ensure you do **not** use the return or enter keys.

Please ensure this form is signed and then sent to:
Everyday Banking, PO Box 5612, MANCHESTER, M61 0WN.

1. Customer details

Title Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other ☐ (Please specify)

First name

Middle name(s)

Surname

Address line 1

Address line 2

Address line 3

Address line 4

Postcode

Please provide details of the account you wish to transfer into

Royal Bank of Scotland ISA Account number

Sort code

National Insurance number

Date of birth (DD/MM/YYYY)

2. Transfer information

Please provide details for the account you wish to transfer your existing ISA from

Name of current stocks and shares ISA provider

Existing stocks and shares ISA number

Please note:
The terms and conditions of some stocks and shares ISAs do not allow only part of an ISA to be transferred, or may place conditions on how such a transfer is undertaken. Your existing stocks and shares ISA provider may need you to give them specifi c information before the transfer can proceed **and you may be required to pay any outstanding fees**. Please check with your existing stocks and shares ISA provider if you are not sure about this.

Q1 – I instruct you to:

Sell all my investments and transfer the ISA in full ☐

OR

Undertake a partial transfer ☐ Estimated value to be transferred £ . p

Only complete Q2 to Q5 if you are requesting a partial transfer

Q2 – If you have subscribed to the stocks and shares ISA for the current tax year, do you want to include in your transfer the subscription for the current tax year? Yes ☐ **OR** No ☐

Q3 – If 'Yes', please provide the amount you have subscribed this tax year £ ☐☐☐☐☐ . ☐☐ p

Important the amount in your account representing the current tax year subscription can only be transferred in whole and **not** in part.

Q4 – Stocks, Shares and/or Funds that you wish to sell

Please list all of the stocks, shares and / or funds that you hold with the above ISA provider that you wish to sell and transfer the proceeds to your cash ISA.

Please check your selection is permitted by your existing stocks and shares ISA provider prior to submitting the form. You may have to make contact with your existing stocks and shares ISA provider to help you specify what to sell in order to meet the estimated transfer value given above. Please note that you may be contacted by your existing stocks and shares ISA provider to agree what to sell.

Name of Stock, Share or Fund	Number of Stocks, Shares, Units to be sold or specify "All" to sell the entire holding

Q5 – Please specify uninvested cash you wish to transfer

If you hold uninvested cash in your stocks and shares ISA, please say how much of your uninvested cash balance you want to transfer £ ☐☐☐☐☐ . ☐☐ p

Or, if you want to transfer all of your uninvested cash balance, tick here ☐

3. Transfer authority

I authorise my existing stocks and shares ISA provider (named above) to transfer the value of my stocks and shares ISA to The Royal Bank of Scotland plc in accordance with my instructions in this transfer form.

I authorise my existing stocks and shares ISA provider (named above) to provide The Royal Bank of Scotland plc with any information, written or non-written, concerning my existing stocks and shares ISA and to accept any instruction from The Royal Bank of Scotland plc relating to the request to transfer the value of my existing stocks and shares ISA.

I authorise The Royal Bank of Scotland plc to hold my cash subscription, ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash and to make on my behalf any claims to relief of tax in respect of ISA investments.

Where my existing stocks and shares ISA requires notice to close or transfer, or contains a fixed term investment, I instruct my existing stocks and shares ISA provider to either:

Await the end of the period of notice or fixed term (if relevant) before proceeding with the transfer in accordance with the instructions above. ☐

OR

Dependent on the terms and conditions of my existing stocks and shares ISA, carry out the transfer as soon as possible. I will accept any loss of income or charges that may be applied. ☐

I declare that this transfer request form has been completed to the best of my knowledge and belief.

Name (in full) ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Customer signature X

Date (DD/MM/YY) ☐☐☐☐☐☐☐☐

Instruction to existing ISA provider

Please make cheques payable to The Royal Bank of Scotland plc (customer name/ISA number) and send with ISA Transfer Certificate to the address below.

Please send the ISA Transfer Certificate to the address below:

Everyday Banking, PO Box 5612, MANCHESTER, M61 0WN

The Royal Bank of Scotland plc. Registered in Scotland No. SC083026. Registered Office: 36 St Andrew Square, Edinburgh EH2 2YB. Financial Services Firm Reference Number 114724. Authorised by the Prudential Regulation Authority and egulated by the Financial Conduct Authority and the Prudential Regulation Authority.