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# Instant Sapphire account

Instant access for every day savings

# Instant Sapphire Account

## Why save with the Cambridge

- We have offered local people a secure place to save since 1850.
- We operate in our local area which we understand well. Our staff all live locally and are part of the community.
- We are owned by our members not shareholders. We do not take big risks with our customer's money.

## Solid, personal advice at your convenience

- We have savings experts at every branch who will help you choose which account is best for you through our savings review service, and will provide you with ongoing help and advice thereafter.
- Most of our branches are open on Saturday and our Grafton Centre branch is open every day, including many bank holidays.
- You can also contact us by telephone from 9am - 10pm Monday to Friday; from 9am - 6pm on Saturdays and from 11am - 5pm on Sundays.
- Save with us and you get a passbook to look after. And you get a person to look after you.

## Summary Box

### Key Product Information for our Savings Account

Account name	Instant Sapphire Account.
Interest rates (AERs)	Interest rates are variable. Current interest rates can be found in our 'Interest Rates for Savers' leaflet.
Tax status	Interest is paid net of tax unless you have registered to receive interest with no tax deducted. If you have registered, interest will be paid gross.
Conditions for bonus payment	Not applicable.
Withdrawal arrangements	Take out cleared funds from your account at any time and without interest penalty.
Access	You may operate your account at any of our local branches.

## Additional key features

- A straightforward savings account that gives you the flexibility to pay money in and take it out when you want
- You only need £1 to open your account and you can invest up to £1,000,000
- You can draw your account down to just £1
- The more you save, the more you earn; we pay higher interest rates on larger balances
- We provide you with a passbook to help you keep track of your savings and interest

## How your account works

### Paying money in

You can pay in cash and cheques at any of our local branches, or you can transfer funds into your Instant Sapphire Account from another account. If you want to make regular deposits, we can help you to set up a 'standing order' from your bank account.

### Taking money out

You can withdraw cleared funds from your account at any time, without interest penalty, by using your passbook at any of our branches. You can withdraw up to £500 in cash and up to £250,000 by cheque. Larger cheque withdrawals are available, but we may ask for a couple of days to arrange this for you.

### Interest payments

Interest is calculated daily and paid twice a year on 30th June and 31st December. We can add the interest to the balance of your account or transfer it to another account. Interest is paid net of tax unless you have registered to receive interest with no tax deducted. Tax treatment depends on your individual circumstances and may be subject to change in the future. You can keep up to date with our interest rates by picking up an 'Interest Rates for Savers' leaflet in our branches, calling us on 0845 601 3344, or visiting our website at [www.cambridgebs.co.uk](http://www.cambridgebs.co.uk). We will tell you about changes to our interest rates by placing a notice in our branches, on our website and in two local newspapers.

## Opening your account

### Our staff are here to help

Because everyone has different reasons for saving, we offer a range of savings accounts for you to choose from. Our branch staff will be happy to provide you with all the information you need to help you decide which of our savings schemes best suits your own needs - simply contact your local branch to book your savings review now.

### 14 days to change your mind

If in the first 14 days of opening your account, you decide that the account you have chosen is not right for you, you can have your money back - without penalty. We will arrange to close the account and return your money or to switch your funds to another of our savings accounts. We will pay you interest up to the day before closure at the Instant Sapphire Account rate on the balance of your account, less income tax.

### What you need to do

Before opening your account, please read our General Terms and Conditions for Savers, found in a separate leaflet, and the Instant Sapphire Account Special Terms and Conditions below. Our staff will be happy to answer any questions you may have. Please note that if you wish to open the account in joint names, both account holders must sign the application form and provide personal identification.

To open your Instant Sapphire Account, simply complete the application form and take it, with your deposit, to any of our branches. A full list of branches can be found on the back of this leaflet.

When you open an account with us, under regulations for prevention and detection of financial crime, we will also need to verify your name and address. We use an electronic verification system to do this. However, in certain cases we will need further proof of your identity in order to open your account. To find out which forms of identification are suitable, please see our 'Proving Your Identity' leaflet. For joint accounts, both account holders must have their name and address verified.

# Instant Sapphire Account

## Special terms and conditions

Effective from 1st November 2009

### 1 Introduction

1.1 These special terms and conditions apply to all Instant Sapphire Accounts with the Society. Our "general terms and conditions for savers" also apply to your account. Where the general terms and conditions are inconsistent with the special conditions, these special conditions will apply.

1.2 In the special terms and conditions:

- "the Society", "we", "us" and "our" refer to Cambridge Building Society; and
- "you" and "your" refer to holders of savings accounts.

### 2 Minimum investment

2.1 You must invest a minimum amount of £1 to open the account.

2.2 The minimum sum required to keep the account open is £1.

### 3 Maximum investment

You can add to the balance of your Instant Sapphire Account at any time up to a maximum amount of £1,000,000, but this limit is subject to the overall holding allowed with the Society (see general condition 5.3).

### 4 Withdrawals from your account and account closure

4.1 You may make withdrawals from, or close, your Instant Sapphire Account at any time, if the funds you wish to withdraw are cleared. (See general condition 10.1 and 10.2 for more details on uncleared funds.)

4.2 We will provide a 'withdrawal request' form, which you must authorise by signing.

4.3 You may use any of our branches to make your withdrawal or close your account. Our normal branch limits for cash and cheque withdrawals will apply. (See our 'Interest Rates for Savers' leaflet for more information.)

4.4 We will not charge penalties for withdrawals or closure of your Instant Sapphire Account.

### 5 Interest rates

5.1 Interest rates are variable. (See general terms and conditions for details on how we can change interest rates.)

5.2 The rate applied to your Instant Sapphire Account will depend on the account balance. Interest rates can be found in our 'Interest Rates for Savers' leaflet.

### 6 Interest payments

6.1 We pay interest on your Instant Sapphire Account half-yearly on 30th June and 31st December. When you open your account you must advise us if you want the interest either added to your Instant Sapphire Account balance, transferred to another account held with us, or transferred to an account held with another bank or building society.

6.2 You may change your payment of interest instructions by writing to us. We will require a minimum of 14 working days' notice to carry out this change.

**CUSTOMER HOTLINE 0845 601 3344**  
**Open 9am – 10pm Mon-Fri; 9am – 6pm Sat; 11am – 5pm Sun**

**Your nearest branch:**

**CAMBRIDGE**

32 **St Andrews Street** Cambridge CB2 3AR  
Telephone 01223 727600

**Open 7 days a week** Unit 16 **Grafton Centre** Cambridge CB1 1PS  
Telephone 01223 727851

44 **Chesterton Road** Cambridge CB4 1EN  
Telephone 01223 727841

208 **Mill Road** Cambridge CB1 3NF  
Telephone 01223 727875

**TOWNS**

41 High Street **Ely** Cambridgeshire CB7 4LF  
Telephone 01353 617515

2 Station Road **St Ives** Cambridgeshire PE27 5BH  
Telephone 01480 377500

50 The Guineas **Newmarket** Suffolk CB8 8EQ  
Telephone 01638 600868

33 High Street **Soham** Ely Cambridgeshire CB7 5HA  
Telephone 01353 617540

**VILLAGES**

10 The Mall **Bar Hill** Cambridge CB23 8DZ  
Telephone 01954 780111

2 High Street **Histon** Cambridge CB24 9LG  
Telephone 01223 727857

37 High Street **Sawston** Cambridge CB22 3BG  
Telephone 01223 727862

23 High Street **Cherry Hinton** Cambridge CB1 9HX  
Telephone 01223 727846

15 High Street **Cambourne** Cambridge CB23 6JX  
Telephone 01954 719990

63 High Street **Burwell** Cambridge CB25 0HD  
Telephone 01638 600875

236 High Street **Cottenham** Cambridge CB24 8RZ  
Telephone 01954 287535

40 Woollards Lane **Great Shelford** Cambridge CB22 5LZ  
Telephone 01223 727879

6 High Street **Milton** Cambridge CB24 6AJ  
Telephone 01223 727882

19 Station Road **Melbourn** Royston Hertfordshire SG8 6DX  
Telephone 01763 217510

Comberton Village College **Comberton** Cambridge CB23 7DU  
Telephone 01223 727885

**Head Office Administration Centre**  
PO Box 232 51 Newmarket Road **Cambridge** CB5 8FF  
Telephone 0845 601 3344 [www.cambridgebs.co.uk](http://www.cambridgebs.co.uk)  
E-mail [enquiries@cambridgebs.co.uk](mailto:enquiries@cambridgebs.co.uk)

Member of the Building Societies Association

**CAMBRIDGE**  
BUILDING SOCIETY