



STOCKS AND SHARES ISA TRANSFER AUTHORITY FORM

Request to transfer stocks and shares ISA funds to The Cambridge Building Society

- Please complete this form in BLOCK CAPITALS and remember to sign and date the form in section 3
- Return this form, with a completed cash ISA application form (if applicable), to either your local branch or our Head Office Administration Centre address at the end of the form
- This form will be sent to your current provider to initiate the transfer
- If you have any queries, please feel free to contact us on 0345 601 4021
- If you need additional information or are unsure about transferring your stocks and shares ISA funds we recommend that you seek independent financial advice
- To transfer a cash ISA to The Cambridge Building Society you must complete a Cash ISA Transfer Authority Form

SECTION 1. APPLICANT DETAILS

(Mr/Mrs/Miss/Ms)

Surname _____

Forename(s) _____

Date of birth ____/____/____

National Insurance number (if you have one) _____

Address _____

Post code _____

Contact tel no. _____

Email address _____

SECTION 2. INFORMATION ABOUT THE ISA YOU WANT TO TRANSFER

Name of existing ISA provider _____

Head Office address _____

Post code _____

ISA provider bank account number (if applicable) _____

Sort code (if applicable) _____

Stocks and shares ISA number _____

As well as being subject to the terms and conditions of the cash ISA receiving the transfer funds, the transfer will be subject to the terms and conditions that apply to your current 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
- There may be outstanding fees to pay before the transfer goes ahead
- Your existing ISA provider may need to contact you if they need further information

If you are unsure which conditions apply please check with your existing stocks and shares ISA provider before completing this form.

- 1) Have you subscribed to your stocks and shares ISA in 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.

- 2) Do you want to transfer your current year's subscriptions only? (This will mean selling any investments made with the subscription from the current tax year)
 Yes No

If you choose 'Yes' please go directly to **question 5**.

- 3) Do you want to transfer all or part of your ISA?
 All
 Part

If you choose 'All' this means all investments currently held being sold. The sale proceeds, together with any uninvested cash currently held, will be transferred to your new provider in full. Please go directly **Section 3**.

- 4) If you wish to transfer part of your ISA please select one of the following:
 I want to transfer all of my subscriptions from previous tax years
 I want to transfer some of my subscriptions from previous tax years
 I want to transfer some of my subscriptions from previous tax years and the current year's subscriptions

- 5) Stocks, Shares and / or Funds that you wish to sell and transfer

Please check your selection is permitted by your existing stocks and shares ISA provider prior to submitting the form. You may be contacted by your existing ISA provider to agree what to sell.

Please use the space below to give instructions to your current stocks and shares ISA provider about what specific value or tax year(s) you would like to transfer and/or what investments should be realised to meet the transfer.

If needed, please list all investments that you hold with your current ISA provider that you wish to sell and transfer. 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

6) Uninvested cash to be transferred

Please state how much of your uninvested cash balance in your stocks and shares ISA you want to transfer

£ _____

If you want to transfer all of your uninvested cash balance, *tick here*

SECTION 3. TRANSFER AUTHORITY

I authorise my existing ISA provider as specified in this form to sell investments and transfer the ISA in cash to The Cambridge Building Society.

I authorise my existing ISA provider to provide The Cambridge 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)

Wait for the full notice period to end, or wait until redemption (whichever is relevant) before going ahead with this transfer;

OR

Depending on the terms and conditions, carry out the transfer as soon as possible – I accept any consequential loss of income or capital and any charges that may be applied.

Signed: Date:

THE CAMBRIDGE BUILDING SOCIETY WILL COMPLETE THE REMAINING SECTIONS

SECTION 4. TRANSFER ACCEPTANCE

The Cambridge is willing to accept this ISA transfer in line with the customer's instructions given in this form, 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 that they want to transfer subscriptions from the current tax year, these must not be more than £ _____
- We do not accept residual income payments

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: The Cambridge Building Society

SECTION 5. TRANSFER DETAILS

ISA transfer to be credited to account number _____

Branch name _____

Date request letter sent ____/____/____

Date funds received ____/____/____

Adviser name _____