

## Authorisation for the Switching of Banking Services

Bank Details	
The Transferring Bank	The Receiving Bank

I/we hereby give my/our specific consent to the transferring bank and to the receiving bank for the performance of the tasks marked X in the Sections below relating to transactions conducted over my/our payment account IBAN number \_\_\_\_\_ currently held with the transferring bank.

### **Section A – Standing Orders for Credit Transfers (“Standing Orders”)**

1. Transmission by the transferring bank to the receiving bank/as well as to me/us of a list of all existing standing orders held by the transferring bank.
2. Switching of all existing standing orders / the standing orders listed in Annex 1 (delete as applicable) from the transferring bank to the receiving bank.

The transferring bank is to cancel these standing orders with effect from \_\_\_\_\_

The receiving bank is to set up and execute these standing orders with effect from \_\_\_\_\_

## Section B – Direct Debits

- 1. Transmission by the transferring bank to the receiving bank/as well as to me/us of all available information on direct debit mandates, and on direct debits executed during the previous thirteen months.
- 2. Switching of all direct debits / the direct debits listed in Annex 2 (delete as applicable) from the transferring bank to the receiving bank.

The transferring bank is to stop accepting these direct debit payments with effect from \_\_\_\_\_ following which it shall inform the payees concerned in writing, within five business days, of the reason for not completing any subsequent payment transaction.

The receiving bank is to make the necessary preparations to accept these direct debits, and to accept them, with effect from \_\_\_\_\_

- 3. The receiving bank is to inform the payees/ provide me/ us with a standard letter to enable me/us to inform the payees (delete as applicable) of those direct debits which are to be switched from the transferring bank to the receiving bank of the details of my/our payment account with the receiving bank, and the date from which these direct debits are to be collected from that payment account.

## Section C – Incoming Credit Transfers

- 1. Transmission by the transferring bank to the receiving bank/as well as to me/us (delete as applicable) of the available information about recurring incoming credit transfers executed on my/our payment account with the transferring bank during the previous thirteen months.
- 2. The transferring bank is to stop accepting all incoming credit transfers to my/our payment account with effect from \_\_\_\_\_, following which it shall inform the payers concerned in writing, within five business days of the reason for not completing any subsequent payment transaction.
- 3. The receiving bank is to inform payers / provide me/us with a standard letter to enable me/us to inform payers (delete as applicable) making recurring incoming credit transfers for my / our account of the details of my/our payment account with the receiving bank, and the date from which this account is to be used for such recurring incoming credit transfers.

**Section D – Closure of Payment Account held with the Transferring Bank**

1. Upon completion by the transferring bank of the tasks specified in Sections A2 / B2 / C2 (delete as applicable), and provided that I/we have no outstanding obligations on my/our payment account with the transferring bank, the transferring bank is to:

- (a) Transfer any remaining positive balance on my / our payment account to the following payment account opened or held with the receiving bank:

Account name: \_\_\_\_\_  
 IBAN: \_\_\_\_\_

The transferring bank’s normal charges for transferring the funds may be deducted from the outstanding balance on my / our account with that bank.

- (b) Close my / our payment account. Where any outstanding obligations on my / our payment account prevent closure of the account, the transferring bank shall immediately inform me / us that this is the case.

Customer Details & Authorisation		
	Main Account Holder	Joint Account Holder (if applicable)
Name & Surname		
ID Card Number		
Address		
Email Address		
Telephone Number		
Signature		
Date		