

Missing Passbook Declaration

Personal details

Customer 1

Title

First name(s)

Middle name(s)

Surname

Address

Postcode

Account No.

Account No.

Account No.

Customer 2

Title

First name(s)

Middle name(s)

Surname

Address

Postcode

Account No.

Account No.

Account No.

Your passbook

I/We declare that the passbook(s) relating to my/our accounts has been:

- Lost and a thorough search has been carried out
- Stolen and the police have been notified. The crime reference number is

I/We request that the Society issues a new passbook for the account(s) listed below:

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

I/We request that the Society closes account(s) listed below:

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Please note, an administration fee of £5.00 applies per account, except for Children's accounts and ISAs.

Please, enclose a cheque payable to Tipton & Coseley Building Society for this amount, or provide written authority to debit the fee from your account.

We will also require two forms of acceptable identification for each account holder. You can see our list of acceptable identification at www.thetipton.co.uk/our-savings/useful-documents, or in any of our branches.

Your Declaration

I/We undertake to return the missing passbook should it be found.

I/We accept the administration fee is non-refundable, even if the original passbook is found.

Applicant 1	<input type="text"/>	Date	<input type="text"/>
Applicant 2	<input type="text"/>	Date	<input type="text"/>

Office Use Only

Account(s) have been checked for fraudulent use	<input type="checkbox"/>	Account(s) closed	<input type="checkbox"/>
Administration fee received	<input type="checkbox"/>	Duplicate passbook issued	<input type="checkbox"/>
Customer informed that fee is non-refundable	<input type="checkbox"/>	Passbook(s) marked duplicate	<input type="checkbox"/>
Identification received	<input type="checkbox"/>	Passbook(s) serial number recorded	<input type="checkbox"/>
Signature checked to photo ID or application form	<input type="checkbox"/>	Account text added	<input type="checkbox"/>
Customer Service Adviser	<input type="text"/>	Standing data checked by	<input type="text"/>

