COVENTRY Building Society

Withdrawal request form

Date		Account number	
Full name(s)			
Address			
Postcode		Daytime telephone number	

Please withdraw from my/our above account the sum of:

£	amount in words

If you wish to close your account write 'TO CLOSE'

By electronic payment to Name of bank/building society			
Sort code		Account number	
Name of account holder		Reference number	
Payment to be made	as soon as possible ☐	or on	
or by cheque payable to			

You must ensure that the account quoted is suitable to accept electronic payments. If we are unable to process this request we will issue a cheque made payable to the account holders as detailed above.

Stop and Think

By signing this form you are confirming that:

You have checked the sort code and account number with the person/company receiving the funds to verify they are correct. The payment details haven't suddenly changed and you have not had any contact (for example a call, text, email, or social media contact) that was unexpected which has prompted you to make this transfer. You're happy to proceed with this payment and understand that if the payee is not legitimate you may not get some or all of your money back money back. If you have any concerns about this transfer, please stop now and contact us.

Signature of account holder(s)		Signature of account holder(s)	

Please read these important notes

1. If your account is passbook-based, your passbook must accompany this form.
2. Cheques can be made payable to a third party but will only be returned to the account address.
3. Cheques issued by the Society cannot be stopped except in the case of loss or theft.
4. A separate form must be completed for each cheque withdrawal and/or electronic payment.
5. This form is not authority to give notice.

Office use

Checked by		Processed by (Cashier no)		Processing date	

Coventry Building Society. Principal Office: Coventry House, Harry Weston Road, Binley, Coventry, West Midlands CV3 2TQ.

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