

Cash ISA Application Form (standard and fixed rate)

Details

Membership Number Title

First Name Surname Date of Birth

Permanent Residential Address

Postcode

Telephone Number

National Insurance (NI) Number

(You should be able to find your NI number on a payslip, P45 or P60, a letter from the Inland Revenue, a letter from the DSS, or pension order book).

Client identification

To enable **bira** to conform with current money laundering legislation, all applications must be accompanied with an original, current (not more than 3 months old) utility bill, council tax demand, or bank or building society or credit card statement, clearly stating the applicants full name(s) and current permanent address including postcode. All documents will be returned to you promptly.

Tick box to confirm documents enclosed

Terms and conditions

ISA stands for Individual Savings Account. For an account to qualify for the special tax treatment, an ISA must operate within rules which have been laid down by the Government. These rules are incorporated into the **bira bank** Cash and Fixed Rate Cash ISA Terms and Conditions which are as follows:

- 1) The ISA rules specify that you may open and/or invest in only one Cash ISA in any tax year (the period from 6 April to 5 April the following year).
- 2) An ISA may only be held by an investor in his or her sole name.
- 3) The ISA investments will be, and must remain in, the beneficial ownership of the investor, and must not be used as security for a loan.
- 4) You must be at least 16 years old to invest in an ISA. An ISA may not be transferred from one investor to another, unless inherited upon the death of the original investor.
- 5) You must be resident or ordinarily resident in the United Kingdom for tax purposes or, if not so resident, perform duties which, by virtue of Section 132 (4) (a) of the Income and Corporation Taxes Act 1988 (crown employees serving overseas), are treated as being performed in the United Kingdom, and must inform **bira bank** if you cease to be so resident and ordinarily resident or to perform such duties.
- 6) The start date for your ISA is the date of the first deposit.
- 7) The minimum amount required to open a **bira bank** standard Cash ISA is £100 and £2,500 into a Fixed Rate Cash ISA, and the minimum transaction thereafter is £50.
- 8) With effect from 6th April 2016 the maximum total investment which can be made in a **bira bank** Cash ISA is £15,240 (previously £15,240 for the tax year 2015/16), regardless of any withdrawals made. The full £15,240 can be paid into your Cash ISA subject to any stocks and shares ISA contributions. Please note, you can only pay into one Cash ISA and one Stocks and Shares ISA* in each tax year. We will change the maximum amount you can deposit each year if there are changes to the limit introduced by HM Revenue & Customs in any particular year, to reflect those changes.
- 9) Interest is paid half-yearly on the 31st March and 30th September directly to your ISA account.
- 10) You will not have to pay income tax on the interest paid in each of the years that you have your **bira bank** ISA provided all the ISA rules have been followed.
- 11) Please note that the favourable tax treatment of ISAs may not be maintained (Tax treatment is the Government's responsibility). These terms and Conditions reflect HM Revenue & Customs ISA regulations applicable from time to time and will change in the event of any relevant change in these regulations.
- 12) On your written instructions we will transfer the whole of your **bira bank** Cash ISA with all rights and obligations to another ISA provider within one month. The Fixed Rate Cash ISA cannot be transferred during the fixed rate period.
- 13) Partial transfers are not permitted.
- 14) Withdrawals are subject to one month's notice in respect of our standard Cash ISA and are not permitted in respect of the Fixed Rate Cash ISA.
- 15) If an early withdrawal from the Fixed Rate Cash ISA is permitted (only under exceptional circumstances and with agreement of bank executives) then an interest penalty equivalent to 60 days interest will be deducted from the account, calculated on the full amount of withdrawal made.
- 16) Withdrawals cannot be made against the proceeds of cheques invested for fewer than six banking days (not including Saturdays). The six-day period starts on the day the cheque is credited to the account, but excludes the day of withdrawal. Our cheques are always crossed 'Account Payee'.
- 17) If you fail to subscribe to your **bira bank** Cash ISA in any tax year, under government rules, you will be required to complete a new application form should you wish to continue to invest in subsequent years.
- 18) For a period of 14 days after the receipt of your first deposit into your **bira bank** ISA you may instruct us that you have changed your mind by writing to us at **bira bank**, 225 Bristol Road, Edgbaston, Birmingham B5 7UB and we will return your deposit to you with any accrued interest (with tax deducted at the basic rate). No charges whatsoever will be made during this time.
- 19) The Fixed Rate Cash ISA can only be closed prior to maturity, subject to the early access charge referred to in condition no. 15.
- 20) These early access charges or notice periods do not apply on closure or on the transfer to another ISA during the first 14 days after the account opening, or ultimately on account closure due to the death of the account holder.
- 21) Once a year we will write to you to remind you of the terms of the **bira bank** Cash ISAs and your obligations.
- 22) We will notify you if, by reason of any failure to satisfy the provisions of the ISA rules, your ISA has, or will become void. If your **bira bank** ISA becomes void it will be transferred to a **bira bank** Deposit Account. Subsequent interest will be paid after deduction of Income Tax. We will notify you in writing of such circumstances.
- 23) If we delegate any of our functions or responsibilities under the terms agreed with you, we will satisfy ourselves that the person to whom they are delegated is competent to carry them out.

bira bank is covered by the Financial Services Compensation Scheme established under the Financial Services and Markets Act (2000). Payments under the scheme are limited to a maximum payment to any one depositor of £75,000. Further details are available on request. **bira bank** is covered by the Financial Ombudsman Service. Details are available on request. It is a member of the Consumer Credit Trade Association and has adopted the CCTA Code of Practice 1995.

English law will decide any legal questions about this agreement and the courts of England and Wales will also be able to deal with any legal questions connected with this agreement.

* If you are under 18 years of age you will not be able to open a Stocks and Shares ISA.

Declaration - please ensure you have answered all the questions

Tick box for ISA that applies

Option 1 I apply to subscribe for a cash ISA for the tax year 2016 / 2017 and each subsequent year until further notice.

Option 2 I apply to subscribe for a 1 Year Fixed Rate cash ISA (known as the Diamond Anniversary Cash ISA) for the tax year 2016/2017.

Option 3 I apply to subscribe for a 2 year fixed rate cash ISA for the tax year 2016/17

I declare that:

- All subscriptions made, and to be made, belong to me;
- I am 16 years of age or over;
- I have not subscribed and will not subscribe to or another cash ISA in the same year that I subscribe to this ISA;
and
- I am resident and ordinarily resident in the United Kingdom for tax purposes or, if not so resident, perform duties which, by virtue of Section 132(4)(a) of the Income and Corporation Taxes Act 1988 (Crown employees serving overseas), are treated as being performed in the United Kingdom, and will inform bira bank if I cease to be so resident and ordinarily resident or to perform such duties.

I authorise bira

- To hold my cash subscription, ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash;
- To make on my behalf any claims to relief from tax in respect of ISA investments; and
- On my written request to transfer or pay to me, as the case may be, ISA investments, interest, dividends, rights or other proceeds in respect of such investments or any cash.

By returning this form you agree that we may process personal data about you where this is necessary. We may contact you about our services, and those of other companies within bira, which we believe may interest you, unless you have informed us that you do not want to receive this information. If you would prefer not to receive information about other services please advise us in writing.

I agree to the ISA terms and conditions.

I declare that this application form has been completed to the best of my knowledge.

I wish to invest the cash sum as indicated in the box below and enclose a cheque made payable to bira bank in this respect (please note the cheque must be drawn on an account held in the same name as the account holder).

for £

or I wish to transfer my ISA from an existing provider and please forward a transfer form for completion in this connection. (tick box please)

Applicant's signature

Date

For internal use only:

Ac/No.

Date Opened:

Please return this form to:

bira bank, 225 Bristol Road, Edgbaston, Birmingham, B5 7UB

t 0121 446 6688 f 0121 446 5215 e info@birabank.co.uk w www.birabank.co.uk

If you have a complaint: If you have a complaint, please contact us giving full details of the complaint, and how you think we should help. We will respond within five working days (excluding bank holidays). If you are not happy with how we reply to your complaint, you may be able to take it to the Financial Ombudsman Service at South Quay Plaza, 183 Marsh Wall, London E14 9SR. If you would like to know more about how to complain to the Financial Ombudsman Service, you can go to their website www.fos.org.uk, e-mail them at complaint.info@financial-ombudsman.org.uk or call them on 0845 080 1800.

Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services register No. 204478)

Registered office: 225 Bristol Road, Edgbaston, Birmingham B5 7UB.
Registered in England. Company No. 0555071

OFT Licence No. 001983 Data Protection No. Z5691960

bira bank Ltd is covered by the Financial Ombudsman Service. Details are available on request.

It is a member of the Consumer Credit Trade association and has adopted the CCTA Code of Practice 1995.

bira | bank