



# instructions to reinvest or cash in Savings Certificates

You should read the sales brochure, including the terms and conditions, before applying to reinvest your Certificate as significant changes have been made to this investment.

### Use this form to:

- reinvest a matured Certificate into any Issues currently on general sale, ie to invest either for a different term or in a different type of Certificate – complete sections 1 to 5 and sign in 7
- cash in your Certificates – complete sections 1, 2, 3, 4 and 6, and sign in 7

### Reinvesting

You can only reinvest:

- if you have a Certificate that has already matured; **and**
- there are any Issues of Savings Certificates on general sale.

Before you apply to reinvest, please check whether any Issues are on sale – you can do this by visiting [nsandi.com](http://nsandi.com) or calling us on **0500 007 007**. You will receive the Issue on sale on the date of your reinvestment. Remember that Issues can be withdrawn without notice.

### Cashing in early

If you cash in before your Certificate matures, you will not earn the full guaranteed rate – see the terms and conditions for your Certificate for details.

### Reinvesting into another NS&I account or investment

To do this, complete section 6 ('cash in your Certificate') and ask for payment to be made to 'NS&I'. Also enclose a completed application for the account or investment you want to invest in. You can find out more about our accounts and investments at [nsandi.com](http://nsandi.com), and you can call us for application forms on **0500 007 007**.

Remember to include the Certificates you are reinvesting or cashing in with this form.

Forms will be scanned electronically. Writing in **BLACK CAPITAL** letters inside the boxes helps us process them faster.

<b>1</b>	<b>your customer (holder's) number</b>	<input type="text"/>	Enter your holder's number (eg 012345678) or customer number (eg 12345671-82) here
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<b>2</b>	Certificate details	Certificate number	Certificate missing	purchase date	Index-linked	Fixed Interest
	<i>Send only the Certificate(s) to be reinvested/cashed in.</i>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Please indicate the type of Certificate(s) you are enclosing (Index-linked or Fixed Interest). If the Certificate is missing please mark the relevant box.</i>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>3</b>	<b>when do you want to reinvest/cash in?</b>	We will process your instructions as soon as we can (see the terms and conditions), unless you specify another date here.
		<input type="text"/>

<b>4</b>	<b>name and address for reply</b>	title <input type="text"/>
		surname <input type="text"/>
		forenames in full <input type="text"/>
		address <input type="text"/>
		<input type="text"/>
		<input type="text"/>
		postcode <input type="text"/>
		Is this your permanent address?    yes <input type="checkbox"/> no <input type="checkbox"/>
		nationality <input type="text"/>
		tel no <input type="text"/>

If you would like to keep part of your Certificate invested, and cash in the rest, go straight to section 6. To reinvest for a different term and/or cash in, please complete section 5 and/or 6.

## 5 reinvest in a new Certificate of a different term or type

If you choose to reinvest, we will give you the Issue(s) available on the day of your reinvestment.

Please indicate the amount for reinvestment, the term and type of Certificate.

Please reinvest:

full value  or £   p into a  year Fixed Interest

full value  or £   p into a  year Fixed Interest

full value  or £   p into a  year Index-linked

full value  or £   p into a  year Index-linked

Please remember to sign in section 7 below.

## 6 cash in your Certificate

Do you want to cash in the full value or part of your Certificate?

Please cash in:

full value  part  - if you choose 'part', and leave section 5 blank, the remainder will stay invested.  
- if you choose 'part', and want to reinvest the remainder in a different term or type, fill in section 5.

To cash in part of a Certificate enter the Certificate number and the amount to be cashed in here:

Certificate number  £   p

If you are cashing in part of a Certificate, and keeping part invested, the amount repaid will be made up of capital together with the interest it has earned. As a result we may not be able to give you the exact amount. The amount repaid may be slightly more than you requested.

Please indicate your preferred method of payment.

If you chose direct credit above, complete the account details opposite and we will send your payment directly to this account.

**Please be careful when providing your bank details. If you enter the wrong details your payment might be delayed, or credited to the wrong account, and may result in a financial loss.**

If you prefer to be paid by warrant (like a cheque), we will send it to the address in section 4 unless you enter a different address here.

direct credit to bank/building society (we recommend this method)  warrant (like a cheque)

your bank/building society

branch

name in which account held

your account no  sort code  -  -

bank reference or building society roll no (if applicable)

name

address

town/city

county  postcode

Please remember to sign in section 7 below.

## 7 your signature(s)

For a joint or trust holding all holders must sign.

If the Certificates are held by a child of 7 or over the child must sign. For children under 7, a parent or guardian must sign.



It is important that you read and understand the section entitled 'How we use your information' in our terms and conditions.

### Declaration

If reinvesting my/our Certificate, I/we have read and accept the terms and conditions dated 1 April 2013.

first investor

date

second investor

date

## 8 what to do next

Remember to send the Certificates you are reinvesting or cashing in with this form to Savings Certificates, National Savings and Investments, Glasgow, G58 1SB.