

# Business Savings Accounts – Transfer Request



Please use this form to request an internal transfer of funds between two Virgin Money Business Savings Accounts. Both accounts need to be in the same business name.

Please note that transfers are subject to the terms and conditions of the accounts.

## The account you're transferring from

Please tell us which Virgin Money Business Savings Account you'd like funds transferred from:

Account number

How much would you like to transfer?

£

If you'd like to close this account once the funds have been transferred, please tick here (the closing interest will also be transferred to the account below):

## The account you're transferring to

Please tell us which Virgin Money Business Savings Account you'd like funds transferred to:

Account number

## Your contact details and account signatories

You will have up to two account signatories for the account you're transferring from. All signatories will need to complete and sign below to authorise the transfer. If you are completing this form online, please print, sign and post to the address shown below:

### Account signatory 1

Full name

Signature

Contact telephone number (inc area code)

### Account signatory 2

Full name

Signature

Contact telephone number (inc area code)

Once the form is complete, please post it to: Business Savings, Virgin Money, Jubilee House, Gosforth, Newcastle upon Tyne NE3 4PL

If you need any help completing this form, please call our UK-based contact centre on 0345 606 7687. Lines are open 8am to 8pm business days, 8am to 4pm Saturday and 10am to 3pm Sunday. Calls to 03 numbers cost the same as calls to 01 or 02 numbers and they are included in inclusive minutes and discount schemes in the same way. Calls may be monitored and recorded.