

# Statutory Declaration Form



**Use this form if:**

- You are not applying for Grant of Probate/Certificate of Confirmation
- There is less than £30,000 from the estate with Skipton
- All beneficiaries are able to sign this form

**Do NOT use this form if:**

- You are applying for Grant of Probate/Certificate of Confirmation
- There is more than £30,000 held with Skipton
- All beneficiaries are not able to sign this form

**Section 1: Account Number(s)**

**Section 2: Beneficiary**

**First Beneficiary**

Title  Forename

Surname

Address

Postcode

Date of birth (DD/MM/YYYY)  
 /  /

**Second Beneficiary**

Title  Forename

Surname

Address

Postcode

Date of birth (DD/MM/YYYY)  
 /  /

**Third Beneficiary**

Title  Forename

Surname

Address

Postcode

Date of birth (DD/MM/YYYY)  
 /  /

**Fourth Beneficiary**

Title  Forename

Surname

Address

Postcode

Date of birth (DD/MM/YYYY)  
 /  /

Continued overleaf

## Section 3: Declaration

By signing this declaration you are confirming you are not obtaining Grant of Probate, Letters of Administration or Certificate of Confirmation

1) I/We do solemnly and sincerely declare that (name of deceased)

Title  Forename(s)  Surname

of (address)

  

Passed away on (date DD/MM/YYYY)

 /  / 

2) Please tick the relevant box below

- At the date of death the deceased had £5,000 or less invested with Skipton Building Society
- At the date of death the deceased had £5,000 or over but less than £30,000 invested with Skipton Building Society

3) Please tick the relevant box below

- The deceased did not leave a will and I am/we are the only person(s) entitled to the money currently held by Skipton Building Society
- The deceased left a will and I am/we are the only person(s) entitled to the money currently held by Skipton Building Society

I/We make this declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835.

DECLARED at

in the County of

this  day of  20

Before me

Solicitor / Commissioner for Oaths

*Please place Solicitor Firm stamp  
in this space where applicable.*

Signature of each beneficiary. To be signed in the presence of a Solicitor or Commissioner for Oaths.

First Beneficiary

Second Beneficiary

Third Beneficiary

Fourth Beneficiary

**Please read the Identification Requirements and complete the Closure Instructions in Section 5.**

## Section 4: Identification Requirements

Any beneficiary who is an existing customer of the Society will not be required to supply any identification.

Existing Customer

If the beneficiaries are not existing customers of Skipton, we require identification in order to register this declaration. If identification is taken into branch, we require one piece from List A and one piece from List B. If identification is being posted to head office, we require one piece from List A & one piece from List B along with one piece of additional identification from either List A or List B.

### List A - Proof of who you are

- Current signed UK passport
- Current UK photo-card driving licence (Full or Provisional)
- Current Full UK driving licence (old style, paper based)
- Current Full EU photo-card drivers licence
- HM Revenue & Customs Tax Notification<sup>†</sup>
- Evidence of entitlement to state benefit, pension, tax credit, etc<sup>†</sup>
- Armed Forces/Police ID Card
- EU Member State ID Card
- Signed Firearms Certificate
- UK Residence Permit.

### List B - Proof of where you live

- Utility bill (we cannot accept mobile phone bills)<sup>†</sup>
  - Council tax bill for the current year
  - Current UK photo-card driving licence (Full or Provisional)
  - Current Full UK driving licence (old style, paper based)
  - Bank or building society statement showing address<sup>†</sup>
  - Recent mortgage statement
  - Evidence of entitlement to state benefit, pension, tax credit etc.<sup>†</sup>
  - Official letter from government agency (e.g. DVLA, HMRC, Job Centre Plus, NHS)<sup>†</sup>
  - Care Home letter signed by an appropriate authority
  - Council Tenancy Agreement
  - Court appointment instruction (e.g. Probate or Court registered Power of Attorney)
  - (BFPO) signed letter from an Officer of the armed services confirming residency (must be on official letterhead)
- Please Note. When opening an ISA, you will also be required to provide us with your National Insurance Number.

<sup>†</sup>Must be the most recently issued and less than three months old (except water bills – less than 12 months old).

#### Originals must be produced and will be returned to you directly.

**NOTE:** The Society reserves the right to make such enquiries as it considers necessary to confirm the details provided.

#### Other options – If you are struggling to provide identification documents to us

If you are unable to provide sufficient identification from the list above but you are a UK resident we may be able to verify your identity by using a credit reference agency.

We recommend that you try and provide sufficient identification in the first instance. If you would prefer us to verify your identity using a credit reference agency, please call us on 0345 266 1209. In most cases, we can confirm whether you have been successfully verified straight away.

If you would like to authorise us to carry out this search please tick this box to confirm this.

## Section 5: Registrations - Closure or Transfer

Account Number(s)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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### 1) Additional Permitted Subscriptions (APS)

Please only complete this section if you wish to directly transfer any funds you are entitled to into a Legacy Cash ISA with us. You will also need to complete an application form to open a Legacy Cash ISA.

I/We wish to transfer the amount of £  as part of an APS allowance to a Legacy Cash ISA account in the name of

If your spouse or civil partner passed away before the 5th of April 2018 any interest accrued after the date of death is not included in your APS allowance and we therefore require instructions of where to send the remaining funds.

Continued overleaf

## Section 5: Registrations - Closure or Transfer (continued)

### 2) Closing instruction

I/We wish to close/withdraw any remaining balance from the account(s).

Please transfer funds into Skipton account number  or new account

Please make the cheque payable to

Please send the cheque to

  
  

Please transfer to bank/building society account: Account holder's name(s)

Account Number  Sort code

Bank/building society name  Account reference

## Section 6: Signature(s)

Signature(s) of all Beneficiary(s) entitled to money in the account

1)	2)
3)	4)

Date (DD/MM/YY)

 /  / 

Name(s) of Beneficiary(s): (Please print)

1)	2)
3)	4)

Date (DD/MM/YY)

 /  / 

If there was a will, please have one of the executors sign below to confirm they are aware of the instructions given above.

Signature

Print Name

Address

  

Call in **branch** | Talk to us today **0345 850 1722** | Visit **skipton.co.uk**



Skipton Building Society is a member of the Building Societies Association. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority, under registration number 153706, for accepting deposits, advising on and arranging mortgages and providing Restricted financial advice. Principal Office, The Bailey, Skipton, North Yorkshire BD23 1DN.