

Current Account Standing order request



This form should be used to set up a standing order.

Please use **BLOCK CAPITALS** and **BLACK** ink throughout.

If you have any questions, please call us on **0345 600 6103*** or visit a Virgin Money Store.

Account number

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Your details

Account holder

Account number

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Payment details

First amount

£									
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Regular amount (if different from first amount)

£									
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Final amount (if relevant)

£									
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First payment date (dd/mm/yy)

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Payment frequency

Final payment date (dd/mm/yy)

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Additional information

Recipient's details

Please pay

Bank:

For the credit of

Recipient's name:

Quoting the reference

Sort code

			-				-			
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Account number

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Please ensure that the sort code and account number you give us are right. If they are wrong the payment will still be made and you may lose your money.

By signing this form you are authorising us to set up a standing order on your behalf.

Unless you have asked us to do something specific, we will continue to pay this until you tell us otherwise.

Signature(s)

Date (dd/mm/yy)

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For office use only

ID details

Cashier signature

Cashier stamp

Validated by signature

Validated by stamp

Store stamp

Please send the completed and signed form to: **Freepost Virgin Money, Current Accounts, NEA 3780, Newcastle upon Tyne NE3 4ZE** or hand it in at your local Virgin Money Store.

We need you to complete all sections and provide signatures in the Fraud Warning Declaration section.

Check that you're not being scammed

- Before you go ahead, we want to make sure that you're not being scammed.
- Fraudsters can be very convincing - they may pretend to be us, the police or another trusted organisation before trying to steal your money.
- If you have any doubts or are being put under pressure to make this payment, please stop and let us know – we're here to help.



Take Five To Stop Fraud. Take a look at these questions before sending any money.

Please provide a response in each box when you have read the information:

		Yes/No
Are you being told what to say to us?	Virgin Money employees or the police will never ask you to move money to a 'safe account' or give you a story to use.	
Are you being rushed or pressured into making this payment?	Fraudsters will try to make you panic or threaten you with a penalty if you don't pay straight away.	
Have you met the person you're paying face to face?	Take a minute to think about how well you know the person you are paying and if they are who they say they are.	

Please make sure that you're happy your money is safe before making this payment – unfortunately, it's unlikely you'll get it back if it goes to a fraudster.

Fraud Warning Declaration

I'm happy it's not fraud and I'm ready to make this payment.

Name

Telephone number

Signature

Date

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Name

Telephone number

Signature

Date

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*We are here from 8am to 8pm Monday to Friday, 8am to 4pm on Saturdays and 10am to 3pm on Sundays. 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.

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