



Sheffield  
Credit Union

Savings and Loans across South Yorkshire



Sheffield Credit Union Limited  
35 Townhead Street  
Sheffield S1 2EB  
Registered in England and Wales  
Registered number: 637C

T: 0114 276 0787  
E: admin@sheffieldcreditunion.com  
W: www.sheffieldcreditunion.com

## Your Bank Account

This form is to update the bank account held on your Sheffield Credit Union record. Any share withdrawals – including regular automatic withdrawals – and loans will be paid into this bank account, with the exception of withdrawals requested via the online services at [www.sheffieldcreditunion.com](http://www.sheffieldcreditunion.com).

**You can only have one account on record at a time.** The details given below will replace any previously held account details.

If you change your bank details, please inform us immediately. Sheffield Credit Union cannot accept responsibility for any funds sent to an incorrect account, where we have not been informed of the change. Bank account details can only be updated in writing on this form.

<b>Personal Details</b>	
Full Name:	Membership No:
<b>Credit Union Account Security</b>	
An additional phone password is required if you wish to make withdrawals by phone. If you do not have a phone password, or cannot remember it, please speak to a member of staff.	
<b>Nominated Bank Account Details</b>	
Bank or Building Society:	
Account Holder's Name:	
Building Society Roll Number (if applicable):	
Sort Code:	
Account Number:	
Signature:	Date:

Please provide 3 working days' notice of withdrawals where possible. Same day transfers are available for an additional £2 charge, except for withdrawals requested via online services, which are free.

**Please provide at least 4 working days' notice to stop automatic transfers to this account.**

Please Note: We recommend that all forms are submitted either in person at our office or by post.

Please be aware that should you choose to send any personal or sensitive information to us by email this will be at your own risk and we cannot accept any responsibility for a third party acquiring this via unlawful actions outside of the organisation's control.

<b>Office use only:</b>				
Date received:	/ /	Sig/ID checked:	Entered:	Approved: