

# Business & Non Personal Account Switching Form



If you are switching to a business or non-personal current account, please complete this form and return to the address below.

## Private & Confidential

Old Bank Name

Old Bank Address

Please select the date you wish your switch to commence. (please note, the switch start date should be at least 6 working days from date form is submitted)

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Option A: I/we would like my/our "Old" Account to be Closed and the balance transferred to my new PTSB account.

Option B: I/we would like my/our "Old" Account to remain Open. Please note you will continue to be liable for relevant charges on your old current account.

<b>Old Account</b>	
Old Bank Identification Code (BIC)	<input type="text"/>
Old International Bank Account Number (IBAN)	<input type="text"/>
Name(s) on your old Account	<input type="text"/>
Account holder's Address (as shown on old account)	<input type="text"/>
<b>New Account</b>	
New Bank BIC	<input type="text" value="IPBSIE2D"/>
New Bank IBAN	<input type="text" value="IEIPBS990"/>

### Instructions to your Old Bank,

- I/we hereby request and authorise you to prepare and supply to PTSB and to me/us, a schedule of active Standing Order and Direct Debits Instruction details ("the Schedule") held by you in relation to my/our account at your branch.
- If I/we have indicated above by ticking the box that I/we would like my/our Old Bank Account Number to be closed, then I/we further request and authorise you to transfer the remaining balance of the Account(s) to PTSB (and to the account thereat) as listed above as soon as all other normal procedures for account transfer are completed, upon or following which transfer you are authorised and instructed to close the Account(s).
- I/We authorise and request that you will redirect, where possible, any debit card transactions presented on my/our old account to my/our PTSB account.
- I/We are aware that all cheques presented on the account after it is closed will be returned unpaid marked "Account Closed/Switched".
- I/we will return all cards and unused cheques on the Old Bank Account Number to you.
- Please notify the Originators of all Direct Debits on the Account, of details of the above transfer.

### Instructions to PTSB,

- On receipt of the Schedule as described above, I/we authorise you to pay Direct Debits and Standing Orders as so listed in the Schedule on and out of my/our account with your branch as listed above (and in accordance with the Bank mandate applicable to that account). I/ we will inform you in writing if I/we wish to amend or cancel any part of this instruction.
- If I/we have indicated that I/we wish my/our Old Account to be closed.
- I/We request and authorise you to apply and pay any debit card transactions redirected to you from my/our Old bank to my/our new account in accordance with the terms and conditions applying to my/our accounts.

Yours sincerely,

Customers Signature 1

Sign here

Customers Signature 2

Date   /   /

Call us on **0818 600 187** or **+353 1 212 4045**  
Email [switcher@ptsb.ie](mailto:switcher@ptsb.ie)

Please return to:  
Switching Team, PTSB, 4th Floor, 56-59 St Stephens Green, Dublin 2

Please ensure that these signatories are the same as the signatories on the mandate with your old bank.