

Confirmation of Payee

Opt Out / Opt Back In Form

Please return this form to Saffron House, 1a Market Street, Saffron Walden, Essex CB10 1HX. Please complete in ink all sections of the form in **BLOCK CAPITALS** and **TICK WHITE BOXES** where provided.

If you are unable to print and send this application to the address above, please visit your local branch or phone us and we'll provide you with a printed copy of the form.

Section 1: Opting out of/back into Confirmation of Payee

What is Confirmation of Payee?

The Confirmation of Payee service (CoP) is a name-checking service to help you make sure payments are sent to the right account. This reduces the chances of you making a mistake, and helps protect you from fraud. It checks the name of the person who holds the Saffron account is correct (the payee) before the funds are sent to us.

This has been adopted by other financial service providers too.

To help us combat fraud and keep your money safe, we've automatically included you in the CoP service.

What if I want to opt out of CoP?

You can only opt out in exceptional circumstances. To be effective, it's essential that as many people as possible are signed up to the service.

You can ask to opt out of your details being checked when you or other people try to pay you. This may put them off making a payment to you as your account will not be available for matching.

If you still want to opt out of Confirmation of Payee we'll consider it. For joint accounts, each account holder must give consent.

You can also opt back in to the service using this form.

What would you like to do? (Please tick relevant box):

Opt out of confirmation of Payee

Opt back into Confirmation of Payee
(if you have opted out previously)

Section 2: Account holder details

Account holder 1

First name

Surname

Address

Postcode

Contact Details

Telephone

Mobile

Email address

Account holder 2

First name

Surname

Address

Postcode

Contact Details

Telephone

Mobile

Email address

Section 3: Account details

Please provide the Saffron Account Numbers for all of the accounts you wish to update. You'll need to tell us if you want to opt out of any other accounts in future.

Account Number(s)

1	<input type="text"/>	2	<input type="text"/>
3	<input type="text"/>	4	<input type="text"/>
5	<input type="text"/>	6	<input type="text"/>

Section 4: Opt out request reasons (if applicable)

Please let us know why you want to opt out of Confirmation of Payee (not required when opting back in):

Section 5: What happens next?

Opt out – We'll review your request and contact you within 2-3 weeks to let you know the outcome of your request. If your opt out request is approved, this status will be applied to all the accounts listed above. Confirmation of Payee checks will continue on your accounts prior to approval. You will need to submit a new form for any accounts opened after this date.

For joint accounts, both account holders must provide consent before opting out is considered.

You can always opt back in to Confirmation of Payee later by requesting this form again.

Opt back in – We'll contact you within 2-3 weeks to confirm you have been opted back in.

Section 6: Signature(s)

To proceed with your request, we'll need to see a form of identification.

Please look at our "Identifying You and Preventing Fraud" leaflet for details of acceptable documents and ways you can provide them.

Account holder 1

Signature

Date

DD / MM / YYYY

Account holder 2

Signature

Date

DD / MM / YYYY

Call 0800 072 1100 | Visit saffronbs.co.uk | Visit us in branch | Email saffrondirect@saffronbs.co.uk | Send us a secure message | Write to us