Lloyds Wealth (ACD) Withdrawal Form for Executor(s)/Personal representative(s)

LLOYDS WEALTH

Please complete this form if you are executor(s)/personal representative(s) of a deceased's estate to instruct a withdrawal. This form should not be used to provide confirmation of a deal that has already been placed

- If you have any queries or support needs when completing this form, please call **+44 (0)344 822 8910**.
- Please fully complete sections 1-5, in BLOCK CAPITALS with a BLACK ballpoint pen in the white spaces or mark **[X]** in the boxes.
- Please ensure all required documents have been provided, for instance Grant of Probate, Small Estates Form to alleviate delays

Return your completed form and bank statement or voided cheque to: **Lloyds Wealth (ACD), PO Box 13482, Chelmsford, CM99 2GN.**

1. Late client's details compulsory

Lloyds Wealth (ACD) Client Reference

Title Mr Mrs Miss Ms Other title

Surname

Forename(s)

Residential address

Postcode

2. Executor(s)/personal representative(s) details

First Executor/Personal Representative

Title Mr Mrs Miss Ms Other title

Surname

Forename(s)

Residential address

Postcode

Daytime telephone number

Email address

Date of birth D D M M Y Y Y Y

Second Executor/Personal Representative

Title Mr Mrs Miss Ms Other title

Daytime telephone number

Surname

Email address

Forename(s)

Date of birth D D M M Y Y Y Y

Residential address

Postcode

Third Executor/Personal Representative

Title Mr Mrs Miss Ms Other title

Daytime telephone number

Surname

Email address

Forename(s)

Date of birth D D M M Y Y Y Y

Residential address

Postcode

Fourth Executor/Personal Representative

Title Mr Mrs Miss Ms Other title

Daytime telephone number

Surname

Email address

Forename(s)

Date of birth D D M M Y Y Y Y

Residential address

Postcode

3. Your instructions compulsory

3A General Investment Account (GIA)

☐ I/We wish to sell 100% of the holdings.

OR

☐ I/We wish to sell part of the holdings as detailed below:

Fund	Monetary Amount	OR	Number of Shares	OR	Percentage of Current Shareholding
	£				%
	£				%
	£				%
	£				%

3B Individual Savings Account (ISA)

☐ I/We wish to sell 100% of the holdings.

OR

☐ I/We wish to sell part of the holdings as detailed below:

Fund	Monetary Amount	OR	Number of Shares	OR	Percentage of Current Shareholding
	£				%
	£				%
	£				%
	£				%

4. Payment instructions

Please complete this section for the proceeds to be paid directly into the executor(s)/personal representative(s) bank account or paid to your solicitor.

- Proceeds will normally be paid/released on the third business day following the trade date (T+3) subject to validation checks outlined in the fund prospectus.
- Please ensure you have checked the details carefully before submitting this form as Lloyds Wealth (ACD) cannot be held responsible for sending money to incorrect details, provided by you.

To pay to the executor(s)/personal representative(s) bank account:

- Please enclose an original or certified Bank or Building Society statement (internet statements are acceptable) if dated within the last 12 months. An original or certified copy paying in slip for the bank account or an original voided cheque.
- Certification must be carried out by one of our approved certifiers. Please see appendix 1 (page 6).
- **The certifier must be easily contactable and not a family member.** All documents should clearly show the words "certified a true copy of the original."
- The certifier must **sign, date, print their name**, provide their **professional position/capacity** and clearly note their **full address details. The certification must be dated within the last 6 months.**

- We cannot make a payment into an account which is not in the name of the executors.

To pay to a solicitor's bank account:

- We can make a payment without additional verification, providing the firm is registered on the relevant Law Society website.

Name of Bank/Building Society

Bank address

Postcode

Bank account name

Bank/building society account number

Branch Sort Code

Building Society roll no. (if applicable)

5. Declaration and Signature compulsory

I/We the undersigned being the executor(s)/personal representative(s) acknowledge that I/we have no further interest in the shares or cash equivalent as stated in section 3.

I/We declare that:

- A sole signatory signing on behalf of a company confirm that they are signing as sole director or sole secretary of the company:
- In the case of joint executor(s)/personal representative(s), all executor(s)/personal representative(s) must sign, and the proceeds will be made to the first named executor(s)/personal representative(s) unless all executor(s)/personal representative(s) provide a signed request to pay to one of the other executor(s)/personal representative(s).

Signature of first executor/personal representative

Date D D M M Y Y Y Y

Signature: Second named executor/personal representative

Date D D M M Y Y Y Y

Signature: Third named executor/personal representative

Date D D M M Y Y Y Y

Signature: Fourth named executor/personal representative

Date D D M M Y Y Y Y

How we use your information

For the purposes of the General Data Protection Regulation, the data controller in relation to any personal data you supply is Lloyds Wealth (ACD). Information you supply may be processed for the purposes of investment administration by Lloyds Wealth (ACD), by third parties who provide services to Lloyds Wealth (ACD) and by your financial adviser, and such processing may include the transfer of data out of the European Economic Area.

You can find out more about how we use your personal information by visiting our website to view our full privacy notice on **lloydswealth.com/privacy-policy**

Appendix 1 - List of approved certifiers

Financial Adviser	Solicitor or Lawyer
Accountant	Stockbroker
Bank / Building Society official	Barrister
Chiropodist	Commissioner of Oaths
Councillor (local or county)	Civil Servant (permanent, excluding someone who works for His Majesty's Passport Office)
Dentist	Doctor / Health practitioner
Financial Services Intermediary (e.g. stockbroker or insurance broker)	Fire service official
Funeral director	Justice of the Peace
Local Government Officer	Member, associate or fellow of a financial services related professional body
Member of Parliament	Merchant Navy officer
Minister of a recognised religion (including Christian Science)	Notary Public
Officer of the armed services	Optician
Paralegal (certified paralegal, qualified paralegal or associate member of the Institute of Paralegals)	Person with honours (an OBE or MBE, for example)
Pharmacist	Police officer
Post Office official	Officials of an embassy, consulate or high commission
Salvation Army officer	Teacher, lecturer
Trade union officer	

LloydsWealth.com

Please contact your Personal Wealth Adviser if you need this information in an alternative format such as Braille, large print or audio.

Calls may be monitored or recorded to meet regulatory requirements, to check we have carried out your instructions correctly and to help improve our quality of service. Not all telephone services are available 24 hours a day, 7 days a week. Please speak to your Adviser for more information. Call costs may vary depending on your service provider.

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