



# I want to add a new person to my Bank Account

## Roll number

## Existing Customer Contact Details

Mobile Tel Number

Daytime/Work Tel Number (Inc Dialling Code)

### Accounts we offer this service on

Current Account, Ultimate Reward Current Account , High Interest Current Account, Moneyback Current Account, Cardcash/Easycash Account

If you cannot answer "Yes" to all of the following questions, we are unlikely to be able to add you to any of our Current Accounts.

Are you over 18?

Have you a permanent UK home address at which you are registered to vote?

Are you up to date with credit agreements with no judgements recorded against you for non payment of debt?

Halifax Cardcash / Easycash: A straightforward bank account where no credit scoring is involved.

All other Current Accounts Note: We will check the files of a credit reference agency to assess your credit history. Applicants must not be bankrupt and other credit records such as County Court Judgements or records showing missed payments may affect your application. More information on how we use a credit score or credit reference agency records is available in our leaflet "Credit Scoring – How we work out whether we can give you credit". Alternatively, any member of staff at any branch will be happy to help.

## A. Please add the following name to this Account.

Title: Mr  Mrs  Miss  Ms  Other

All forenames

Surname

Date of birth Day  Month  Year  Nationality

Are you currently or have you ever been known by another name? if yes please list all other names below

Country of residence

Mobile Tel Number

Daytime/Work Tel Number (incl Dialling Code)

Home Tel Number (Inc Dialling Code)

Email Address

Existing Address

Town /County

Postcode  Time at Existing Address Years  Month

If you have lived at your current address for less than 3 years, please give all your previous addresses for the last 3 years and how long you lived there. For Easycash accounts two addresses are sufficient.

Address   
Town /County

Address   
Town /County

Postcode

Postcode

Time at previous address Years  Month

Time at previous address Years  Month

## Employment details

### Who are you employed by?

- Public corporation     Central/Local government
- Private Sector     Self-employed – partner
- Armed Forces     Self-employed – sole trader

### Or are you?

- Unemployed with income     Unemployed without income
- Homemaker     Retired
- On a government sponsored training scheme     In full time education

What will be the main source of funding to this account?

- Salary     Family gift     Inheritance     Sale of property

Other  Please give details if other:

If you are employed what is your occupation?

## Customer(s) authority

Data Protection Act – Any information you provide will be held by Halifax plc. We may use it to inform you by letter, telephone, Email or otherwise about any products and services offered by the Halifax group and selected third parties, unless you have already asked us not to do so. For more information, please ask for our leaflet "About you – Personal Information and How We Use It".

If false or inaccurate information is provided and fraud is identified, details will be passed to fraud prevention agencies to prevent fraud and money laundering. Further details explaining how information held by the fraud prevention agencies may be used can be obtained by reading the privacy statement at [www.halifax.co.uk/privacy](http://www.halifax.co.uk/privacy) or contacting your local branch.

### CardCash/EasyCash Accounts Only

We may search credit reference and fraud prevention agencies to check your identity and help us make decisions. The agency keeps a record of our search, whether or not your application proceeds. Our search is not seen or used by lenders to assess your ability to obtain credit.

### All other Current Accounts

We will search credit reference and fraud prevention agencies to check your identity, credit status and help us make decisions. For this application, we will assess on your own (except for another party to this application). By signing the application, you declare that your financial associate's finances will not affect our decision. We check your declaration and may decline the application if it is inaccurate.

**By signing this form, you agree that we can use your information in the ways described.**

### Further documentation

As part of our product process, by law, we have to confirm your name and address. To help us to do this, please read our leaflet "About you – Personal information and Your identity" which will explain the documents you must provide.

### NB Overdrawn Account

**Please ensure account is within agreed overdraft limit, as we are unable to process if the account is in an unauthorised overdraft. Before signing below please be aware that the new account holder will be jointly liable for any agreed overdrawn balance.**

### Both signatures are required to proceed

| Existing Account Holder        | New Party                      |
|--------------------------------|--------------------------------|
| Signature <input type="text"/> | Signature <input type="text"/> |
| Date <input type="text"/>      | Date <input type="text"/>      |

## Branch/Agency use only

**Please ensure that additional party is fully ID & Address verified within Customer (CSP) in order to proceed to next stage.**

Signatures checked

CIS New Customer Number

Colleague's personnel number

Colleague Signature

Branch Code

Date

- **To verify ID & Address documents branch staff must certify by**
  - **Branch stamp**
  - **Date**
  - **Personnel number**
  - **Signature**
- **Attach certified copies of original documents to forms and ensure CSP is updated in order to proceed**

