

Bank / Building Society Account - Mandate Form

(for payments to UK-based accounts only)

IMPORTANT: Complete all parts of this form and send it to RBKC Pensions using the contact information at the bottom of the form. You are personally responsible for supplying the correct account details. Please double-check what you have entered on this form because **it may not be possible for RBKC Pensions to retrieve any monies if you supply incorrect account details.**

Section 1 – Your Personal Details

Title:	Your full name:
Your National Insurance Number:	Your contact telephone number:
Your contact email address:	
Your home address including the full postcode:	

Section 2 – Your Bank Account / Building Society Account

Name of bank or building society:							
Name in which the account is registered:							
Account Number: (must be 8 digits)							
Sort Code: (must be 6 digits)			-			-	
Roll Number (Building Society Accounts only):							

Section 3 – Your Declaration

I confirm this is the UK-based bank account / building society account to which I wish to have all my pension payments credited. I have double-checked that all the account information is correct and accept that I am personally responsible for supplying the correct information to RBKC Pensions. I accept it may not be possible for RBKC Pensions to retrieve monies if I supply incorrect account details.

Signature (only your handwritten signature is accepted):	Date signed:
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Send your completed form to:

Email: pensions@rbkc.gov.uk (please ensure it is a scan / photo with your original signature clearly visible)
Post: RBKC Pensions Team, 3rd Floor Green Zone, The Town Hall, Hornton Street, London W8 7NX
Phone enquiries: 020 7361 2323 (9am – 5pm on working days)