



Bank change form

P300

Version 1



In order for us to change your bank account details, please complete all the sections below.

Name:

National Insurance no.

Date of birth:

Pension number(s): (PLEASE NOTE: If you have more than one pension with us, please quote all the pension numbers you would like the bank changes to apply to)

Address: (If this is a new address and different to the address we hold for you, please write your previous address in box opposite)

Postcode:

Previous Address:

Postcode:

Telephone no.

YOUR NEW BANK DETAILS

Please give details of the account you want your pension to be paid into. It must be an account in your name. If it is a joint account you must be one of the account holders:

Name of Bank or Building Society:

Address:

Postcode:

Account name:

Bank sorting code

Your account number

Your roll number (if any)

Signed:

Date:

Please sign & date this form then return to:

Greater Manchester Pension Fund, Guardsman Tony Downes House, 5 Manchester Road, Droylsden, M43 6SF.

Please note: If the form has not been fully completed then we will not input your bank change and will return the form to you for you to fill in.

Making a change to your bank details:

- Please complete the form in **black ink**
- Please give details of the account you want your pension to be paid into. It **must** be an **account in your name**. If it is a joint account then you must be one of the account holders.
- Please supply us with your telephone number so that if we have any queries regarding your bank change we can contact you immediately.
- If we receive your form too late to change your account details for your next payment then we will input your bank change for the following month. If your old bank account has already been closed when we make a payment, your payment will be returned to us by the bank. As soon as the payment has been returned we will forward it on to your new account.
- Please make sure you **sign** and **date** the form. If the form has not been fully completed then we **cannot** input your bank change and will return the form to you for you to fill in.