

Lost / Stolen Passbook Form

This form can be completed electronically then saved and printed. If completing manually, please complete in black ink and BLOCK CAPITALS. If you need any help completing this form, please call us on 01257 235003 or visit your local branch.

1. Lost / Stolen Passbook details

Joint / more than 2 parties on the account	☐	Own account	☐	Lost	☐	Stolen	☐
				(if stolen, please provide your Crime Reference Number)			

1st Applicant	2nd Applicant
Surname	Surname
Title ☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other	Title ☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other
Forename(s) in full	Forename(s) in full
Home telephone	Home telephone
Work telephone	Work telephone
Mobile Number	Mobile Number
Email	Email
Preferred correspondence ☐ Email ☐ Post ☐ Phone	Preferred correspondence ☐ Email ☐ Post ☐ Phone
Preferred contact time ☐ AM ☐ PM	Preferred contact time ☐ AM ☐ PM
Permanent address Postcode	Permanent address Postcode
Date of birth	Date of birth
Marital status	Marital status

2. Account Details

Account Number	Account Number
Account Number	Account Number

3. Declaration and signature(s)

Please make sure you have completed the relevant sections above and read below before signing

- I/we confirm that the information I have provided is correct
- Where I am reporting this on behalf of the account holder I confirm I am authorised to do so.
- I/we understand that is I/we have lost my/our passbook are also notifying the Society of a change of address we will not issue you with a cheque payable to a third party for a period of seven days, (from the date of notification) this is to protect you against possible fraud.
- I/we understand that Passbooks that are lost or stolen in the first instance will be replaced free of charge. Passbooks that are lost on a subsequent occasion will incur a £5 charge for replacement in accordance with the Society's Tariff of Fees and Charges.
- I/we agree that if we suspect fraudulent use you must make the Police and the Society aware as soon as possible.
- I/we agree to co-operate with the Society and the police, if the Society needs to involve them.

Signature	Signature
Date	

If you would like to know more about protecting yourself from identity fraud and theft please refer to www.actionfraud.police.uk/fraud_protection/identity_fraud

We are a data controller of your personal information. The way that we process your personal information is described in our Privacy Notice. This information is available on our website www.chorleybs.co.uk/privacy

FOR INTERNAL USE ONLY

Customer Advisor	Checked By:	Date:
Customer Number	Date:	

Head Office address: Key House, Foxhole Road, Chorley, PR7 1NZ | 01257 235003 | chorley@chorleybs.co.uk | www.chorleybs.co.uk

Chorley Building Society is the trading name of The Chorley and District Building Society. The Chorley and District Building Society is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority with the Firm Reference Number: 206023.

You can check this on the Financial Services Register at <http://register.fca.org.uk>. Our registered Office is at Key House, Foxhole Road, Chorley, PR7 1NZ.