

# Adding a second person to your account

If you would like to add a second person to your account, please complete their details below. To comply with current UK Anti-Money Laundering regulations this person must provide two different, original forms of identification, from the list overleaf. These documents will of course be returned. Please note that a second person may not be added to ISA, PEP, Pension or CTF accounts.

## Section 1: My details

Name

Customer reference

Account no.

## Section 2: Second person's details

Customer reference	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Permanent residential address	<input style="width: 100%;" type="text"/>
Title	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>
Forenames	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>
Surname	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>
Date of birth	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>
Home phone	<input style="width: 100%;" type="text"/>	Postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Work phone	<input style="width: 100%;" type="text"/>	Time at current address	<input type="text"/> <input type="text"/> years <input type="text"/> <input type="text"/> months
Email	<input style="width: 100%;" type="text"/>	Previous address (if less than 3 years at current address)	<input style="width: 100%;" type="text"/>
Nationality	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>
Place of birth	Town <input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>
	Country <input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>
National Insurance No.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

## Section 3: Authorisation and Declaration

**Authorisation**  
 I authorise The Share Centre to add  full name to my account. I confirm that all future instructions relating to this account may be given by either of us and understand that future statements and written correspondence relating to this account will be sent to us jointly. The memorable name/word and the memorable date already provided by me shall be used by either of us for identification purposes, and the Internet password/PIN may be used by either of us to access this account and carry out transactions via the Internet.

Signature  Date   
(existing account holder to sign here)

**Declaration**  
 We declare that the above information is true and correct. We will notify The Share Centre without delay of any circumstances or changes affecting this information given on this form. We agree to be bound by The Share Centre's Terms of Business and Tariff, and our signatures below confirm all statements and instructions on this form.

Signature	<input style="width: 200px;" type="text"/>	Signature	<input style="width: 200px;" type="text"/>	Date	<input style="width: 100px;" type="text"/>
Name	<input style="width: 200px;" type="text"/>	Name	<input style="width: 200px;" type="text"/>		

## Documents that are suitable for confirming your identity

### List A

- A printed Bank or Building Society Account statement showing entries within the last six months.

We cannot accept a statement you have printed yourself via the internet so, if you have an internet-based account you will need to ask your Bank to send you a formal statement through the post.

(Where you are applying for an Account with The Share Centre, the bank statement you provide must relate to the bank/building society account details you have included on your Account application.)

### List B

- Council tax bill (for the current year).
- Utility bill: gas, electricity, water or home telephone (but not for a mobile phone).
- Benefits notification letter from the Benefits Agency confirming the right to benefits (e.g. Child benefit, Working Families Tax Credit) or to the State Pension.
- HM Revenue and Customs correspondence or tax notification, e.g. notice of coding, statement of account, tax assessment.

As with bank statements, these documents must be originals sent to you by post, rather than ones printed from the internet.

When visiting us in person (rather than posting your application), please **ALSO** bring a valid passport or a valid driving licence bearing your photograph.

PO Box 2000 Aylesbury Bucks HP21 8ZB  
Phone 01296 41 41 41 Fax 01296 41 41 40  
Email [info@share.co.uk](mailto:info@share.co.uk) Visit [www.share.co.uk](http://www.share.co.uk)

## Gifting shares and transferring cash to another person

If you would like to gift shares and cash you hold in a Share Account to another Share Account customer, simply complete this form and return it to us.

### Declaration by transferor (the person making the gift)

Customer reference           Account number

I/we (full names of account holders)

hereby instruct The Share Centre to transfer the under-mentioned investments and/or cash amounts by way of a gift to the ownership of

which, in respect of any shares, being a conveyance or transfer operating as a voluntary disposition inter vivos for no consideration in money or money's worth nor any consideration referred to in S.57 of the Stamp Act 1891 (conveyance in consideration of a debt etc.), fall within Exemption Category L in the schedule to the Stamp Duty (Exempt Instruments) Regulations 1987.

Investment name:	No. of shares
Cash (amount in words):	£

### Payment of gifting fee: (please tick one box only)

A fee of £5 per investment is payable for gifts other than those between spouses;

- I attach my cheque for £  in respect of the gifting fee of £5 per investment **OR**
- Please deduct the fee payable from my account number  **OR**
- This is a transfer between spouses for which no fee is payable. Where either person named on this form uses their maiden, rather than married name, please enclose a copy of your marriage certificate.

### Closure of account:

If you wish to close your account please tick the box below.

- Please close my account and return any cash balance to my personal bank account. (If necessary, please complete a bank details form)

1st Signature  Date

2nd Signature  Date

### Declaration by transferee (the person receiving the gift)

Customer reference           Account number

I, (full name)

hereby accept the above mentioned gift(s) from

for inclusion in my account being, in respect of the transfer of shares, in accordance with Stamp Duty Exemption Category L.

Signature  Date

## Important information

Any incentives attached to the shares will be lost upon gifting and are not transferred. However the transferee will be entitled to any new share incentives that are offered.

The gifting of shares and/or cash may have tax implications for the transferor and/or the transferee. If in doubt you should seek appropriate independent advice.

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Email [info@share.co.uk](mailto:info@share.co.uk) Visit [www.share.co.uk](http://www.share.co.uk)