

Confirmation of Payee Opt Out/Opt Back In Form



Manchester Building Society, 125 Portland Street, Manchester M1 4QD. Telephone: 0161 923 8065

Lines open Monday to Friday, 8:30am – 5pm (excluding bank holidays)

This form is to be completed if you wish to Opt Out of Confirmation of Payee or Opt Back In. Please complete the form using black ink and BLOCK CAPITALS and return it to us at the address above.

If you are unable to print this form, please call us on the number above and we can take your request over the phone.

Opting Out of Confirmation of Payee

In line with Financial Regulations, all eligible customers have automatically been opted in for Confirmation of Payee (CoP). The Confirmation of Payee system allows us to check the name on the account matches the details provided to us by our customers.

We can agree to opt out requests in exceptional circumstances. If we agree to your request, the marker will be applied to all your accounts, including any joint accounts you have. This won't be applied to any accounts held by joint parties in their sole name/right.

We will communicate to all parties named on the account to confirm that the joint account has been opted out and again if you choose to opt back in.

To process your request, confirm below what you would like to do:

Opt out of Confirmation of Payee Opt into Confirmation of Payee (If you have previously opted out)

Your Account Details

Forename(s):

Surname:

Address:

Post Code:

Telephone Number:

Email Address:

Account Details

Please provide below the account number(s) of your accounts held with Manchester Building Society. If you Opt Out of Confirmation of Payee, this will be applied to all your accounts.

Account Number(s):

Opt Out Reason (not required for opting back in)

Let us know why you would like to be opted out of Confirmation of Payee in the space below:

Signature:

Date:

Next steps

We will review your request and respond with our decision within 30 days of receipt. For joint accounts, we will communicate to both holders to advise of the opt out status once completed.

If you have chosen to opt out, you are able to opt back in at any time by completing this form or by calling us on the number above.