

Lost Passbook

Account number:

Date:

I / we confirm that the passbook for the above account has been lost/stolen

Please note: A £5 charge will be levied for this service. Exemptions may apply.

- I / we request that the Society cancel the current passbook and transfer the balance to a new book
- I /we acknowledge that the passbook will no longer be valid and treated as cancelled, therefore if found cannot be used
- I /we are aware that relevant security checks will be completed prior to a new book being issued
- I / we understand that the replacement passbook will be sent to the address held by the Society and a withdrawal cannot be made prior to receiving this book

Signed

Signed

Signed

How to Contact Us

If you have any queries regarding this letter, you can also contact the Society on 01785 223212 (9am - 5pm Monday to Friday except Wednesday 10am-5pm; 9am - 12pm Saturday; except bank holidays) or email mutual@srbs.co.uk.

Alternatively, you can visit us at our branch at 4 Market Square, Stafford, ST16 2JH.

Yours sincerely



Rob Hassall
Chief Operating Officer

For Office use only

Old Passbook Serial No.	New Passbook Serial No.	Cashier Signature	Book Checked	Memo Added	Charge taken

* Calls will cost as per standard '01' BT landline number, plus your phone company's access charge. Other landlines may vary and calls from mobiles may cost considerably more. The actual cost you are charged will depend on your phone provider. If you are concerned. Please contact them to get information about the cost of the call.

Our printed material is available in alternative formats. Please contact us
in branch or call us on 01785 223212*.