

# Business Account Bereavement Notification Form

FOR USE TO NOTIFY THE BANK OF A DECEASED CUSTOMER



## YOUR PERSONAL INFORMATION

We at Bank of Ireland (UK) plc (the "Bank") take your privacy seriously and we want you to be clear about how we use your personal information. We will use the information you have provided for identification purposes only in dealing with you in your role as the deceased customer's Executor(s) / Administrator(s) or Nominated Next of Kin and the Bank will comply with the provisions of the General Data Protection Regulations ("GDPR") and the Data Protection Act 1998 as relevant. Please read our Privacy Notice which can be found at [bankofirelanduk.com/privacynotice](http://bankofirelanduk.com/privacynotice) for full details on the types of personal information we collect, how we use it and who we may share it with.

## 1. Customer Details \* =Mandatory fields

Customer Name\*:

Also known as:

Customer Address\*:

Post Code\*:

Alternative or Previous Address:

Post Code:

Date of Death\*:  /  /  Did the Deceased Customer make a Will\*? Yes  No

Date of Birth\*:  /  /  Did the Deceased Customer hold Safekeeping? Yes  No

If Safekeeping held insert receipt No:

## Business Details

Entity type\*:  e.g. Sole Trader / Partnership / Limited Company / Unincorporated Body etc.

Business Name 1\*  Main Business Account no\*:

Business Name 2:  Additional Accounts:

Business Name 3:  Sort Code\*:

Business Name 4:

Business Credit Card:

All related Business Cards will be cancelled including those held by additional card holder on the credit card account.

Business Address\*:

Post Code:

Did the deceased hold any Personal accounts? Please answer Yes or No \_\_\_\_  
(If Yes, please complete Bereavement notification form UK1-736.)

## 2. Notifying Person, Executor Administrator or Next of Kin Details

Notifying Persons Name\*:  Relationship to the Deceased?

Executor:  OR Administrator:  OR Next of Kin  Name:

Address\*:

Mobile / Telephone Number\*:

Tel No. For Use Only in Relation to This Notification

Email Address:

Is the Executor / Administrator / Next of Kin an existing Bank of Ireland customer? Please answer Yes or No \_\_\_\_

If Yes please supply a Bank of Ireland account number\*:

If No, send certified copies of proof of ID and address.

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## 3. Solicitors Details

Confirm whether a Solicitor has been appointed to act in the administration of the Estate\*? Please answer Yes or No \_\_\_\_  
If Yes we will correspond directly with Solicitors.

Firm of Solicitors:	<input type="text"/>	Solicitors Address*:	<input type="text"/>
Solicitors Name:	<input type="text"/>		<input type="text"/>
Solicitors Tel No:	<input type="text"/>		<input type="text"/>
Solicitors Email Address:	<input type="text"/>		

## 4. Additional Information

Please outline any additional relevant information below:

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

## 5. Please tick the boxes below to let us know which documentation you have attached:

	Tick here
Certified copy of Death Certificate	<input type="checkbox"/>
Certified extract of Will naming Executor(s) (if there is a will)	<input type="checkbox"/>
If you are not a Bank of Ireland customer a certified copy of proof of ID and address	<input type="checkbox"/>
Certified copy of Grant of Probate / Letters of Administration	<input type="checkbox"/>
Our Indemnity on Payment of Monies from Deceased Customer's Account form	<input type="checkbox"/>
Our Payment Authorisation form for Executors / Administrators	<input type="checkbox"/>

Please do not send original documentation. We are happy to accept certified copies of documentation. There may be circumstances where we may request additional documentation.

Notifying Persons Signature:

Date   /   /