

## I. Personal Information

### Details of the late customer

Name	<input type="text"/>	Date of Birth	<input type="text"/>
Address	<input type="text"/>		
		Postcode	<input type="text"/>

Please provide us with an original or certified copy of the death certificate in order for us to register the death.

### Account details

We understand that you may not have all of this information, please complete what you can.

Account Number	Account Type	Sole / Joint	Balance
<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"/>
<b>Total combined account balance</b>			£ <input type="text"/>

**Mortgage Account Number**

We've got some questions to ask about the mortgaged property, please complete what you can:

1. Will the property be occupied? Yes  No
2. If yes, who will be living in the property?
3. Do you know how the mortgage balance will be repaid? Yes  No

Please ensure you notify the household insurance provider and let us know if anything changes in relation to the property.

### Details of the Personal Representative or Executor registering the death

Relationship to Deceased	<input type="text"/>		
Name	<input type="text"/>	Date of Birth	<input type="text"/>
Address	<input type="text"/>		
		Postcode	<input type="text"/>
Contact Number	<input type="text"/>	Email	<input type="text"/>

We will use our electronic verification system to verify a personal representative or executor. In certain circumstances this may not be successful (for example if you have recently moved house and you are not yet listed on the electoral roll). We may need to ask you for additional identification.

### What documents are you providing us with?

Death Certificate	<input type="checkbox"/>	Grant of Probate/ Letters of Administration	<input type="checkbox"/>	Certificate of Confirmation (Scotland only)	<input type="checkbox"/>
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Please complete section 2-4 when the account(s) are ready to be closed.

## 2. Closure of £30,000 and under

If the total balance of the late customer's account(s) is over £30,000 or a Grant of Probate, Letters of Administration or Certificate of Confirmation (Scotland) has or will be obtained, you will need to provide us with this in order to close the account(s) and please complete section 3.

### Bereavement Declaration

I, the named Personal Representative, confirm and agree:

- No Grant of Probate, Letters of Administration or Confirmation (Scotland) have been granted to the late customer's estate
- I am legally entitled to administer the late customer's estate and if there is anyone else entitled to administer the estate, I have their consent to close the account(s)
- To indemnify the Cumberland Building Society against any proceedings, costs, claims and demands which may be made against them by reason of them acting in accordance with my instructions

Signature of Personal Representative

Print Name

Date

## 3. Closure over £30,000

For closures over £30,000 or where Grant of Probate, Letters of Administration or Confirmation (Scotland) have been granted, please complete the details below for all executors. We require the original document or a certified copy in order to close the account(s).

Please note, we require all executors stated to complete and sign the below in order to close the account(s).

### DETAILS OF THE EXECUTORS

EXECUTOR 1

Name

Date of Birth

Address

Postcode

Signature Executor 1

Date

EXECUTOR 2

Name  Date of Birth

Address

Postcode

Signature Executor 2  Date

EXECUTOR 3

Name  Date of Birth

Address

Postcode

Signature Executor 3  Date

EXECUTOR 4

Name  Date of Birth

Address

Postcode

Signature Executor 4  Date

## 4. Payment Details for Closure

Please provide us with account details for the closing balance.

Account holders name

Account Number  Sort code

Reference