

Date: ____/____/____
DD MM YYYY

CUSTOMER ACCOUNT INFORMATION	
Name:	VMBS Account No.:
Telephone Number:	Email Address:
Address:	
WITHDRAWAL INSTRUCTIONS <input type="checkbox"/> Withdraw <input type="checkbox"/> Close Account	
Please withdraw the amount of <input type="checkbox"/> JMD <input type="checkbox"/> £ GBP <input type="checkbox"/> USD <input type="checkbox"/> CAD	
Amount in figures:	
Amount in words:	
Purpose:	
PAYMENT INSTRUCTIONS 1 (BENEFICIARY INFORMATION)	
<input type="checkbox"/> RTGS (JA\$ to Jamaican Bank)	<input type="checkbox"/> Wire Transfer FX Currency to Jamaican Bank
<input type="checkbox"/> Direct to UK Bank	<input type="checkbox"/> Wire Transfer to Overseas Bank
Beneficiary Name:	Beneficiary Account No.:
Beneficiary Address:	
Bank Name:	
Bank Address:	
Sort Code/ Swift Code/Routing Number/ Transit No.:	
INTERMEDIARY BANK INFORMATION (where applicable)	
Bank Name:	
Bank Address:	
Sort Code/ Swift Code/Routing Number/ Transit No.:	
Additional Instructions:	
PAYMENT INSTRUCTIONS 2 (VMBS ACCOUNT INFORMATION)	
<input type="checkbox"/> Transfer to VMBS Account	<input type="checkbox"/> JMD Cheque <input type="checkbox"/> CAD Cheque
<input type="checkbox"/> GBP Cheque	<input type="checkbox"/> USD Cheque <input type="checkbox"/> Pay to Bearer
Please transfer the amount stated above to VMBS account number _____.	
Please open a NEW <input type="checkbox"/> JMD <input type="checkbox"/> GBP <input type="checkbox"/> USD <input type="checkbox"/> CAD account in the following names: _____.	
Make cross cheque payable to _____.	
<input type="checkbox"/> Collect cheque (in Branch) <input type="checkbox"/> Mail cheque to <input type="checkbox"/> Send via courier at my expense	
VMBS Branch/Recipient Name & Address _____.	
Please pay cash amount stated above to _____.	



FEE INSTRUCTIONS (where applicable)

- ☐ I/We authorize you to debit my/our account number _____ to cover the total cost.
- ☐ I/We attach cheque/withdrawal voucher to cover the total cost.
- ☐ I/We authorize you to deduct the applicable fees from the amount requested before completing the payment.

CUSTOMER APPROVAL

- ☐ Copy of identification certified by a Notary Public/ VM Representative is enclosed.

I/We understand that:

- a) any cheque that is not collected within one calendar month will be cancelled and the amount credited to my account;
- b) my account will be debited with any processing and handling charges associated with my request from my account number above;
- c) the effective date of the transaction and the foreign exchange rate used (where applicable) will depend on when this form is received by VMBS in Jamaica and the nature of the request.

I/We acknowledge that wire transfers are subject to cross border regulatory requirements and may be subject to international sanctions and/or require the provision of additional information to meet regulatory requirements to complete the transaction.

I/We acknowledge that the funds may be retained or returned and may be subjected to fluctuations risks which is beyond the control of the Society. I/We further acknowledge that the wire transfer transaction will be conducted through correspondent bankers and agents and therefore the Society will not be responsible whatsoever or the transmission of the instructions by the correspondent bankers and agents.

Customer's Signature(s):	Identification type & Number(s):	Signature, stamp or seal of VMBS Rep/Notary Public:
1)		
2)		

FOR INTERNAL BANK USE ONLY

CIF No(s): _____

Account Type: <input type="checkbox"/> Savings <input type="checkbox"/> Time		Account Status: _____
Account Mandate:	Maturity Details:	Collateral/ Hold/ Cautions:
Processing Fee (To be completed by the Processor): VMBS Schedule of Fees & Charges		ID Validated (State expiry date):
Cheque Number:	Cheque received by:	Date Cheque received:
Approved by:		Date Approved:

Date	The date on which the form is being completed.
Name	The name of the account holder completing the form.
Address	The current residential address of the account holder completing the form.
Account Number	The account number from which the transaction should be processed.
Telephone Number	The current preferred telephone number of the account holder completing the form.
Email Address	The current email address of the account holder completing the form
Withdrawal Instructions	Tick the appropriate box to indicate if the request is for a withdrawal or the closure of the account, then check the relevant box to indicate the required currency. Write the amount to be withdrawn in words and numbers in the spaces provided.
Purpose	The account holder must note the reason for the withdrawal/funds/wire transfer in the space provided.
Payment Instructions 1 (Beneficiary Information)	<p>Tick the appropriate box and complete required details in the spaces provided.</p> <p>Direct to UK Bank Account - provide the details of the UK bank account to which withdrawal should be sent and enter the Sort Code in the space provided or</p> <p>RTGS - JA\$ to Jamaican Bank - Provide the details of the Jamaican bank account to which Jamaican dollar withdrawal should be sent and enter the Swift Code in the space provided (Where funds are being sent to BNS or First Global Bank enter the Swift Code and the Transit Number) or</p> <p>Wire Transfer FX Currency to Jamaican Bank - Provide the details of the Jamaican bank account to which the foreign currency withdrawal should be sent and enter the Swift Code in the space provided. (Where funds are being wired to BNS or First Global Bank enter the Swift Code and the Transit #) or</p> <p>Wire Transfer - provide the details of the overseas bank account to which foreign currency withdrawal should be sent and enter the Swift Code. (Where the bank does not have a Swift Code enter the Routing number).</p> <p>Additional Information - Indicate any additional information including Intermediary Bank information.</p>
Intermediary Bank Information	Intermediary Bank details are required for transfers involving different countries, currencies, or banks without a direct relationship.
Payment Instructions 2 (VMBS Account Information)	<p>Tick the appropriate box and complete required details in the spaces provided.</p> <p>Transfer to VMBS Account - indicate the VMBS account number to which the withdrawal amount should be transferred and record the name of the account holder or</p> <p>Transfer to New Account - indicate the currency and the name(s) of the account holder(s) in which the new account should be opened or</p> <p>Make Crossed Cheque Payable to - record the name of the payee and tick the appropriate box to indicate how cheque is to be collected or</p> <p>VMBS Branch/Recipient Name and Address - Enter the name of the VMBS Branch at which the cheque is to be collected / enter the name and address of the person who is to collect the cheque or</p> <p>Pay to Bearer - indicate the name of the Bearer to whom cash is to be paid.</p>
Valid Identification	A certified copy of your valid passport/driver's license/state identification card/citizenship card must be sent along with the complete Withdrawal Request Form.
Signature/Mark	The account holder(s) must sign their signature(s) or Mark to the Withdrawal Request Form in accordance with the Mandate of Payment on the account (Sole Owner, Any One or Survivor, Any Two or Survivor).
Signature, Stamp or Seal of VMBS Rep or Notary Public	<p>The signature(s) of the account holder(s) must be witnessed by either:</p> <ul style="list-style-type: none">  A Representative at a VMBS Overseas Representative Office  A Solicitor/Attorney-at-Law  A Notary Public  A Bank Manager