

# International Bond from Standard Life International

## Instruction to take regular withdrawals or cash-in all or part of your International Bond

**IBSUR30 0124**

### Who is this form for

Complete this form if you wish to:  
take regular withdrawals from, cash-in or partially cash-in, your International Bond.  
If you cash-in all or part of your Bond, it cannot be reinstated.

 **We can accept requests by phone but we will need to speak to all bond owner(s)/Trustees and perform standard security checks with them.**

If you wish to provide your instruction by phone, or, for more information/help completing this form, call us on 0345 300 4273. Lines are open – 9:00am to 5:00pm from Monday to Friday.

Call charges will vary.

### Filling in this form

#### IMPORTANT INFORMATION

Please speak to your Financial Adviser, who can advise you on the tax implications of partially or fully surrendering your Bond. Once surrendered, the Bond cannot be re-instated.

Your Financial Adviser can also help you complete this form.

**Please use BLOCK CAPITALS to complete this form. Do not use correction fluid if you make a mistake. If you need to correct a mistake, please initial any changes you make.**

To:

- **Set up regular withdrawals, complete Part 2a.**
- **Partially cash-in your Bond, complete Part 2b.**
- **Fully cash-in your Bond, complete Part 2c.**

#### Product information

Withdrawals and surrenders may only be set up once the Bond has been in force for a month.

Capital Redemption Bond withdrawals will result in a proportionate Guaranteed Maturity Value reduction.

Unless monies are only invested in insured funds, please ensure there are sufficient funds in the International Bond Bank Account (IB Bank Account) to cover withdrawals, charges, and investment transactions.

Please refer to the Policy Provisions for withdrawal and surrender cut off times which may vary depending on where your monies are invested.

**Part 1 – Bond details**

Bond number:

Your Bond number can be found on your Policy Schedule or on letters we have sent you. Please do not return the Schedule to us.

**First Bond owner**

Title  
(Mr/Mrs/Miss/Ms/  
Other e.g. Dr/Rev)

First name(s)  
in full

Surname

Contact  
telephone  
number

**Address**

House  
number

Street

City/Town

County

Postcode

**Second Bond owner**

Title  
(Mr/Mrs/Miss/Ms/  
Other e.g. Dr/Rev)

First name(s)  
in full

Surname

Contact  
telephone  
number

**Address**

House  
number

Street

City/Town

County

Postcode

If there are more than two bond owners please photocopy this page.



**Part 2c – Full cash-in of your Bond**

Tick here if you want to fully cash-in your Bond:

**Completion of the following question is optional.**

For the purposes of market research it would be very helpful if you could tell us the reason for your cashing in your bond.

Reason for Encashment:

**Part 3 – Details of the Payee**

The proceeds can only be paid to the Bond owner(s).

Payment is made direct to your bank or building society account. Please contact us if this method of payment is not suitable for you. Where we are instructed to make a payment to a bank account that is not the source account or an account that has not been previously verified please attach a certified copy of a current bank statement.

**Account details**

Name of bank/building society

**Address**

Building number

Street

City/Town

County

Postcode

Name(s) of Account-holder(s)

Account Number  Sort Code

Roll/Plan Number

International Bank Account Number (IBAN)

Bank SWIFT code (if known)

 This is required for any payments to non-UK Accounts.

**Part 4 – Data Protection Notice**

**Data Protection Notice – Using your Personal Information**

We're committed to maintaining the trust and confidence of our customers. Our Privacy Policy explains how we use our customers' personal information. It explains when and why we collect personal information about our customers, how we use it, the conditions under which we may share it with others and how we keep it secure. It also explains how you can obtain details of the information we hold about you, and the choices you have about how we use that information. You can get a copy of our Privacy Policy on our website: [www.standardlife.ie/privacy](http://www.standardlife.ie/privacy)

If you're providing information about another person, we encourage you to inform the individual that you have provided this information and suggest they read our privacy policy to understand how we manage and use their data.

**Part 5 – Declarations**

The declaration must be completed by ALL Bond owner(s)

(a) I/We declare that I/we are the owner(s) of the Bond and request you to carry out my/our withdrawals/cash-in instructions outlined within this form.

(b) The total value cancelled of the Bond (less any charges) will be paid as directed and the receipt of the bank/building society shall be a complete discharge to Standard Life International of all amounts due in respect of the same. I/We acknowledge that on payment being made to the bank/building society as directed above, I/we shall be deemed to have received the full or partial value of the Bond. For the avoidance of doubt, this release shall not act as to prohibit me/us from bringing any claim for any act or omission by you.

**Bond owner 1 – Signature**

Print name in block capitals

**Signature**

**Date** (DD/MM/YYYY)

**Bond owner 2 – Signature**

Print name in block capitals

**Signature**

**Date** (DD/MM/YYYY)



**Signature(s) required.**

The form must be signed by all bond owners. If there are more than two bond owners please copy this page.

We cannot process withdrawals or cash-ins without the signatures of all bond owners.

If you are not sure who the bond owners are please check with your financial adviser or contact us on **0345 300 4273** (call charges will vary).

**How to contact us**

You can telephone our customer helpline on **0345 300 4273**. We cannot give financial advice.

Please have your policy number ready when calling. Call charges will vary.

We can also be contacted using email at: [service@standardlife.ie](mailto:service@standardlife.ie)

There is no guarantee that any email sent to us will be received, or will not have been tampered with. You should not send personal details by email.

Standard Life House  
30 Lothian Road  
Edinburgh  
EH1 2DH

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Standard Life International dac is a designated activity company limited by shares and registered in Dublin, Ireland (408507) at 90 St Stephen's Green, D02 F653.

[www.standardlife.co.uk/international-bond](http://www.standardlife.co.uk/international-bond)

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