Lost Passbook Form

The Loughborough Building Society

Account Information

Customer Name: | Date of birth:

Account Number: | Telephone No:

Customer Number (for office use only): | Email:

Address:

Post Code

Action Required

I/we declare that the passbook for the above numbered account has been lost or misplaced and I/we request that you stop all transactions untill further notice and: (please tick the appropiate box)

☐ Issue a new passbook under a new account number. The exisiting account number will no longer be valid.
Note: if applicable, your bank/employer should be instructed to arrange for future payments to be credited to your new account number. Please ask for a salary credit mandate if this is the case.

☐ Issue a replacement passbook for my ISA / Monthly Saver / Monthly Income Account

☐ Close the above numbered account

Date & time of incident | Date & time reported

I/we confirm that all reasonable measures have been taken to recover the orginal passbook and if located I/we will present this to the Society immediately for cancellation.

In the event of the orginal passbook having been stolen, please report the theft to the Police as soon as possible.

Signature 1		**Signature 2**		**Date**	

Emergency withdrawal - one off emergency allowed when reporting a loss

Date: | Amount: | Authorised by:

Located Passbook(s)

I/we declare that the passbook for the above account which was previously reported lost or misplaced has been found and is in my/our possession. The Society has not issued a replacement passbook to me/us.

Signed: _____ Date: _____

Signed: _____ Date: _____

OFFICE USE ONLY	**Date & time**	**Initials**
LPB form received		
Warning added		
Verification questions completed		
Identification updated		
Imaged		
Warning removed		
	Number	**Initials**
New account number(s)		
New passbook serial number(s)		

Loughborough Building Society is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and Prudential Regulation Authority.Financial Services Register number 157258.