

TUPE Transfer Personal Details- Bank Only

Personal Details

Title: _____ Surname: _____

First Name(s): _____

Maiden/Previous Name: _____

Date of Birth: ____/____/____

National Insurance Number:

Home Address: _____

Postcode: _____

E-mail Address: _____

Home Telephone Number: _____ Mobile Number: _____

Male Female

Nationality: _____

Please
Attach
Photo
Here

Proof of ID + Colour Photocopy

- Valid Passport (any nationality) + valid Visa or Work Permit (if applicable).
- Valid Photo Identity Card (EU Countries only)

OR (for full UK Nationals ONLY)

- Full UK Birth Certificate (giving parents names)
- Certified evidence of name change if the surname is different to the Birth Certificate, e.g. Marriage Certificate, Change of Name Deed.

Two separate proofs of address + copies of each

(* Less than three months old. ** Issued within past 12 months.) Please Tick ✓

- HM Forces ID Card UK Firearms Licence
- Financial Statement** (e.g. Pension, ISA) P45/P60 Statement**
- Bank/Building Society Statement (Please note: ALL online bank statements must be printed by the issuing bank on headed paper, stamped and verified by the bank for it to be an acceptable proof of address)*
- Utility Bill* (e.g. electricity, gas, **NO** mobile phone bills)
- Benefit Statement*
- Credit Card Statement* Cards carrying the PASS accreditation Logo (UK)
- Mortgage Statement**
- Council Tax Statement**
- A document from UK Central/Local Government/Government Agency/Local Authority giving entitlement* e.g. from Benefits Agency, the Employment Service or Her Majesty's Revenue & Customs.
- UK Driving Licence – photo card with paper counterpart or “old-style” paper licence.

- Evidence of Professional Registration – (if applicable) + copy
- Trust Payscale – dated within the last 3 months + copy

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Bank Details

Bank/Building Society: _____ Branch: _____

Account Holders Name: _____ Roll Number: _____

Bank/Building Society Account Number: _____ Sort Code: _____

Are these your current bank details held with Trust Yes No

NHS Pension – please read all statements and tick the most appropriate to you

I am a member of the NHS Pension Scheme and wish to continue to contribute to the scheme through my engagement with NHS Professionals.

I have a personal contract with NHS Pensions to pay additional voluntary contributions with NHS Pensions, I will provide details once contacted by the NHSP Pension Team.

I would contribute to the NHS Pension Scheme through my engagement with NHS Professionals but I hold a full time 37½hour per week post with the Trust and contribute to the NHS Pension in that post, I am therefore ineligible to contribute further at this time.

I did not contribute on my bank work prior to transfer and do not wish to contribute to the NHS Pension Scheme through my engagement with NHS Professionals.

I am already in receipt of my NHS Pension and I'm therefore ineligible to contribute to the NHS Pension through my NHS Professionals engagement.

Emergency Contact Details

Name: _____ Relationship: _____

Telephone Home: _____

Telephone Work: _____

Telephone Mobile: _____

Declaration

I consent to the disclosure of the information from this form between NHS Professionals and NHS Shared Business Services for HR and Payroll purposes. In addition, I consent to my details being disclosed to any Government Agencies as may be required from time to time, to assist in the detection and/or prevention of crime.

I will advise NHS Professionals of any changes in writing.

I declare the information I have given on this form is true and complete to the best of my knowledge.

Signed: _____

Date: _____

NHSP Representative

Document seen by: _____ Date: _____