

request to trace dormant savings or investments

Please answer as many questions as you can. The more information we have the more likely it is that we will be able to trace any savings or investments you may hold. Use a separate form for each individual customer.

1 your full name

title

surname

forenames in full

2 your current address

address

town/city

postcode

3 what is the best time to contact you?

daytime evening

daytime tel no evening tel no

4 which product(s) do you want us to trace?

If you have simply lost your passbook, you don't need to complete this form – ask for form NS&I 49 at any Post Office® branch.

Other (please say which)

Account/Holder's Number/Certificate Number (if known)

<input type="checkbox"/> British Savings Bonds	<input type="checkbox"/> Fixed Rate Savings Bonds	<input type="checkbox"/> Pensioner's Bonds
<input type="checkbox"/> Capital Bonds	<input type="checkbox"/> Income Bonds	<input type="checkbox"/> Premium Bonds
<input type="checkbox"/> Children's Bonus Bonds	<input type="checkbox"/> Investment Account	<input type="checkbox"/> Save As You Earn
<input type="checkbox"/> Deposit Bonds	<input type="checkbox"/> ISA or Direct ISA	<input type="checkbox"/> Savings Certificates
<input type="checkbox"/> FIRST Option Bonds	<input type="checkbox"/> Ordinary Account	<input type="checkbox"/> Yearly Plan

5 is the holding in your name?

yes If yes, please fill in **6a below** After completing 6a or 6b please complete sections 7–13

no If no, please fill in **6b below** (please note, you must be legally entitled to act on the other person's behalf)

6a only complete this section for holdings in your name

Please list any other name by which you have been known (eg name before marriage)

title

date of birth (essential)

surname

forenames in full

What addresses have you lived at since the holding was opened? (Use separate sheet if necessary.)

address 1

postcode dates to

address 2

postcode dates to

6b only complete this section for holdings in other people's names

What do you believe was the full name on the holding? (If you do not know the exact name, please give as much information as possible, and in particular all first names including middle names.)

title

date of birth (essential)

surname

forenames

What addresses has/had the holder lived at since the holding was opened? (Use separate sheet if necessary.)

address 1

postcode dates to

To request a trace for someone else, you must be legally entitled to act on their behalf.

please turn over ►

6b continued

address 2

postcode

dates

to

is the holder still alive?

yes

We will need the written authority of the holder before we can disclose information to you or another third party.

no

Please state your relationship to the holder and the date of death, and indicate whether you have any of these documents:

death certificate

probate ("confirmation" in Scotland)

copy of Will

lawyer's letter advising of the relevant Will terms

Please do not send these documents or copies at this stage.

relationship to holder

date of death

date of death

7 is the holding in joint names?

If yes, please list any other names on the holding

yes

no

don't know

8 what is the account/holder's number?

don't know

9 when was the holding opened – roughly?

date

don't know

10 what was the value – roughly?

£

don't know

11 was there a pass-book?

yes

no

don't know

was the cover blue?

grey?

cardboard?

if you ticked yes, do you have this passbook?

yes

no

12 if there is anything else you would like to add to support your claim, please tell us here

(Use separate sheet if necessary.)

13 please tell us which of the following documents you have showing evidence of the holding

other (please specify)

passbook

certificate of investment

letter from National Savings

Please do not send these documents or copies at this stage.

But please note, if you are claiming in respect of National Savings Stamps, Gift Tokens or an old-style Post Office Savings Bank Account the items (ie Stamps, Gift Tokens or Bank Book) should be enclosed with this form.

Once you have answered as many questions as you can and listed any relevant documentation, please sign and date the form below.

To deal with claims received, we may retain claimants' details. Rest assured we will not use this information for any other purpose.

signature

date

You may find it helpful to keep a photocopy for your records.

14 what to do next

NS&I 789 (2007/01)R

- Make sure your form is fully completed, signed and dated.
- Send your form to **Tracing Service, National Savings and Investments, Blackpool FY3 9YP**

Thank you