

Business Banking Current Account Switching Form

If you would like to switch your “old” business current account to a KBCI Business Current Account, complete and sign below.

*Indicates mandatory field

Business Contact Details *

Account Name *

Business Address *

Business Phone Number *

Old Account Details *

Old Bank Name

IBAN * (International Bank Account Number)

I E

Preferred Switching Date *

/ /

(This is the date your switch starts and we recommend it would be when you have least amount of activity on your account)

TIP: Your IBAN can be found on your bank statements.

Please tick the relevant box below *

Option A: I/we would like my/our “old” account(s) to be closed

Option B: I/we would like my/our “old” account(s) to remain open

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To the Manager, “old bank”

- I/We hereby request and authorise you to prepare and supply to KBC Bank Ireland plc (“KBC”) and to me/us a schedule of active Direct Debit instruction details and active Standing Order details (‘the Schedule’) held by you in relation to my/our account(s) at your branch as per above.
- If I/We have ticked the box for Option A that I/we would like my/our “old” account to be closed, then please transfer the remaining balance of my/our account(s) to KBCI (and to the Account thereat) as listed below as soon as all other normal procedures for account switching are completed. Once this switch is completed, I/we instruct you to close my/our account(s) in your bank.
- I/We will destroy any debit cards or chequebook on the “old” account(s) and return them directly to the “old” bank.
- I/We understand that you will redirect any ATM or debit card transactions presented on my/our “old” Account(s), after it has been closed, to my/our new KBCI account(s).
- I/We acknowledge that any cheques, active Direct Debits and other items which are presented for payment on the “old” Account(s) after the date of transfer will be returned unpaid.
- If I/We have ticked the box for Option B then I/we would like my/our “old” account to remain open then I/we understand that my/our account balance will remain in the Account(s) held by “old” bank and my/our active Direct Debits and Standing Orders will switch to my/our new account with KBC.

Please notify the originators of all active Direct Debits on the Schedule of the details of the above transfer and my new account details as soon as practicable following receipt of this request.

Authorised Signature 1 *

Name: _____

Signed: _____

Date: DD / MM / YYYY

Authorised Signature 2 (if applicable)

Name: _____

Signed: _____

Date: DD / MM / YYYY



Contact Us

Business Support Team:
1800 804 414 or
(if abroad): +353 1664 6180
business.support@kbc.ie



Write To Us

Business Support Team,
Business Banking,
KBC Bank Ireland,
Sandwith Street, Dublin 2



Your Local Hub

Visit [kbc.ie](https://www.kbc.ie) to find your
nearest hub



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To KBC Bank Ireland plc

- Upon receipt of the Schedule as described above, I/we authorise you to pay active Direct Debits and Standing Orders as so listed in the Schedule from my/ our account(s) held with KBC Bank Ireland plc (and in accordance with the bank mandate applicable to that Account). I/We will inform you in writing if I/we wish to amend or cancel any part of this instruction.
- Where I/We have indicated that I/we wish my/our “old” account to be closed then; I/We request and authorise you to apply and pay any ATM or debit card transactions redirected to you from my/our “old” Bank, to my/our new account(s) in accordance with the Terms and Conditions applying to my/our account(s).

Authorised Signature *

Name: _____

Signed: _____

Date: DD / MM / YYYY

Authorised Signature 2 (if applicable)

Name: _____

Signed: _____

Date: DD / MM / YYYY

KBC USE ONLY

New Account Details *

KBC IBAN (International Bank Account Number) | E

TIP: The KBC Business Support Team will fill in your new account number once they receive your Switching Form.



Contact Us

Business Support Team:
1800 804 414 or
(if abroad): +353 1664 6180
business.support@kbc.ie



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Business Banking,
KBC Bank Ireland,
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