

# Registration of Court of Protection Order (COP)



Nationwide  
Building Society

## Before completing this form, please:

- see how Nationwide uses your information at [nationwide.co.uk/privacy](http://nationwide.co.uk/privacy)
- check the terms and conditions of any account you will be managing at [nationwide.co.uk/support](http://nationwide.co.uk/support)

**Note: we cannot register deputies on Treasurers Trust, Business Investor, PortfolioInvestor and Child Trust Fund**

## When filling out this form, please:

- write INSIDE the boxes
- use BLOCK CAPITALS and black ink.
- DO NOT cross out any sections that you do not need to complete.

This helps us process the document quickly, as it gets scanned electronically. You'll need to complete a separate form for each account holder (donor).

## To register a court of protection order, you will also need:

- the original or a certified copy of the court of protection order
- proof of ID (name and address)

You can find a list of suitable ID at [nationwide.co.uk](http://nationwide.co.uk)

## Account Details

Please list the accounts you are registering the court of protection order for, starting with any current accounts.

If there's more than one deputy, please state if you are acting:

- Jointly (J) - all deputies need to make decisions together
- Jointly and Severally (S) - deputies can make decisions on their own or together.

Deputies acting Jointly:

- must register at the same time.
- cannot have a card, chequebook or use online banking.

Please check the account terms and conditions before completing this form if you are requesting both representatives to act jointly.

To register all accounts, please tick the box.

	Sort code / Prefix	Account number	Jointly	Jointly and Severally
1	<input type="text"/>	<input type="text"/>	<input type="text" value="J"/>	<input type="text" value="S"/>
2	<input type="text"/>	<input type="text"/>	<input type="text" value="J"/>	<input type="text" value="S"/>
3	<input type="text"/>	<input type="text"/>	<input type="text" value="J"/>	<input type="text" value="S"/>
4	<input type="text"/>	<input type="text"/>	<input type="text" value="J"/>	<input type="text" value="S"/>

To apply the court of protection order to more than 4 accounts, please mark X in this box  and list them on a separate sheet.

## Section A – Account Holder's Details

Title (please mark X in the box that applies to you or state your title) Mr  Mrs  Miss  Ms  Other

Please enter ALL forenames

Surname

Permanent residential address  
Property number  and/or Property name

Street

Town  Postcode

Date of birth

## Section B – Deputy 1 Details

**Professional Deputy** (e.g. Solicitor) for contact/correspondence complete Title, forenames, Surname, **BUSINESS** address, contact telephone number, DOB & Nationality.  
**Deputy** for contact/correspondence complete Title, Forenames, Surname, **PERMANENT** residential address, contact telephone number, how long at address, DOB & Nationality.  
Please tell us the details for ONE of your Nationwide accounts, if you have one. This will help us identify you on our systems. You don't have to give this information if you don't want to.

### Deputy 1

Sort code (if any)	Account number
<input type="text"/>	<input type="text"/>
Title (please mark X in the box that applies to you or state your title)	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other <input type="text"/>
Please enter ALL forenames	<input type="text"/>
Surname	<input type="text"/>
Permanent/Business address Property number	<input type="text"/> and/or Property name <input type="text"/>
Street	<input type="text"/>
Town	<input type="text"/> Postcode <input type="text"/>
Contact telephone number	<input type="text"/> We'll use the phone number and email address to: - Contact you about the application or account. - Help you access the Internet Bank. Extension (if applicable) <input type="text"/>
Mobile number* Are you able to receive mobile text messages?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Email address	<input type="text"/>
When did you start living there?	<input type="text"/>
Date of birth	<input type="text"/> Nationality (required for regulatory reasons) <input type="text"/>

\*By providing your mobile number, we are automatically enrolling you into our text alerts for arranged and unarranged overdrafts. Following your enrolment, if you wish to unsubscribe, please go to [nationwide.co.uk/textalerts](http://nationwide.co.uk/textalerts)

## Section C – Deputy 2 Details

Please tell us the details for ONE of your Nationwide accounts, if you have one. This will help us identify you on our systems. You don't have to give this information if you don't want to.

### Deputy 2

Sort code (if any)	Account number
<input type="text"/>	<input type="text"/>
Title (please mark X in the box that applies to you or state your title)	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other <input type="text"/>
Please enter ALL forenames	<input type="text"/>
Surname	<input type="text"/>
Permanent/Business address Property number	<input type="text"/> and/or Property name <input type="text"/>
Street	<input type="text"/>
Town	<input type="text"/> Postcode <input type="text"/>
Contact telephone number	<input type="text"/> We'll use the phone number and email address to: - Contact you about the application or account. - Help you access the Internet Bank. Extension (if applicable) <input type="text"/>
Mobile number* Are you able to receive mobile text messages?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Email address	<input type="text"/>
When did you start living there?	<input type="text"/>
Date of birth	<input type="text"/> Nationality (required for regulatory reasons) <input type="text"/>

\*By providing your mobile number, we are automatically enrolling you into our text alerts for arranged and unarranged overdrafts. Following your enrolment, if you wish to unsubscribe, please go to [nationwide.co.uk/textalerts](http://nationwide.co.uk/textalerts)

## Section D – Correspondence

Choose the postal address you would like us to use for all future mailings, including statements.

- If the correspondence box in this Section D has been ticked for the Deputy to receive all future mailings, we will update the address for the account holder on all the account holder's accounts with a Court of Protection order unless you tell us otherwise
- If the Deputy's address, or the address of any joint account holder or other Deputy needs to be updated a separate request needs to be made
- Please note the address details may appear on statements that are available to any joint account holder or other party, such as Deputies, associated with the accounts
- We may write to the account holder or any other Deputy linked to the account holder's accounts to confirm that address details have been updated
- Tell us if you're not happy about this before submitting the change of address request.

If the account holder requires statements, then, please tick the box 'Use account holder's address'. We can only send statements to account holders if this box is ticked.

Use account holder's address  Change address to Deputy 1  Change address to Deputy 2

## Section E - Requirements for Internet Bank Access

We will not be able to set up Internet Banking access unless you can answer yes to all of the following, and can provide all information requested:

	Deputy 1	Deputy 2
Do you require Internet Bank Access? (please tick the box)	<input type="checkbox"/>	<input type="checkbox"/>
- That you have an account with us in your own name that is eligible for Internet Bank access.	<input type="checkbox"/>	<input type="checkbox"/>
- Please provide the account number which is eligible for Internet Bank access.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Deputy 1</b> <input type="text"/>		<b>Deputy 2</b> <input type="text"/>
- Please confirm that <b>all</b> donor accounts are in their sole name (If held jointly you must be an deputy for both account holders or be the joint account holder).	<input type="checkbox"/>	<input type="checkbox"/>
- Please confirm that you are a registered deputy for all of the donor's accounts	<input type="checkbox"/>	<input type="checkbox"/>
- You have read the COP Order and there are no restrictions on what you can do.	<input type="checkbox"/>	<input type="checkbox"/>
- You have an email address for logging in (this will need to match the records we hold for you).	<input type="checkbox"/>	<input type="checkbox"/>
- You have a mobile number for logging in (this will need to match the records we hold for you).	<input type="checkbox"/>	<input type="checkbox"/>
- Please confirm that you are not acting jointly with another deputy and can make decisions alone.	<input type="checkbox"/>	<input type="checkbox"/>
- Please read and agree to the Internet Bank terms and conditions - you can do this when you set up.	<input type="checkbox"/>	<input type="checkbox"/>

If you already use the Internet Bank, we will use your current details to log you in and check it's you.

## Section F – Requirements for Savings Accounts with cards

Choose who should have the card for each savings account. To receive a card, you must have a COP without any restrictions and we cannot issue a card for a joint account.

Account <input type="text" value="1"/>	Deputy 1 <input type="checkbox"/>	or	Deputy 2 <input type="checkbox"/>
Account <input type="text" value="2"/>	Deputy 1 <input type="checkbox"/>	or	Deputy 2 <input type="checkbox"/>
Account <input type="text" value="3"/>	Deputy 1 <input type="checkbox"/>	or	Deputy 2 <input type="checkbox"/>
Account <input type="text" value="4"/>	Deputy 1 <input type="checkbox"/>	or	Deputy 2 <input type="checkbox"/>

If a card has been requested for a Savings Account the Account Holder makes the following declaration;

For the purpose of the legal agreement for these savings accounts, this application form contains additional terms which vary the legal agreement:

- Nationwide may accept instructions from the deputy to withdraw funds from my account with the cash card issued to them;
- The deputy can use the cash card to withdraw funds in branch or at an ATM.

I request that Nationwide issue a cash card to my deputy on my savings accounts, as indicated above in this Section F. I accept the additional terms to the legal agreement, and ask and authorise Nationwide to accept and act on instructions my deputy gives on my behalf when they use that cash card to access funds on my savings accounts.

To be signed by the Deputy on behalf of the account holder

Signature	Date (please write INSIDE the boxes)
PLEASE SIGN WITHIN THIS BOX WITH A PEN	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/> <input type="text" value="Y"/> <input type="text" value="Y"/>

## Section G - Requirements for Current Accounts

To receive a card, you must have a COP without any restrictions on the account the card is for.

You can find a copy of the terms and conditions at [www.nationwide.co.uk](http://www.nationwide.co.uk) or at your local branch.

Please tell us who should have the card for each current account. We can only issue ONE card per account.

Account <input type="text" value="1"/>	Deputy 1 <input type="checkbox"/>	or	Deputy 2 <input type="checkbox"/>
Account <input type="text" value="2"/>	Deputy 1 <input type="checkbox"/>	or	Deputy 2 <input type="checkbox"/>
Account <input type="text" value="3"/>	Deputy 1 <input type="checkbox"/>	or	Deputy 2 <input type="checkbox"/>
Account <input type="text" value="4"/>	Deputy 1 <input type="checkbox"/>	or	Deputy 2 <input type="checkbox"/>

If a card has been requested for a Current Account the Account Holder makes the following declaration;

- I request that Nationwide issue a debit card with contactless functionality to my deputy on my current account(s), as indicated in this Section G above.
- Nationwide will accept and act on instructions my deputy gives on my behalf when they use that debit card to withdraw cash/ or instruct payments on my current account(s).
- I am responsible for charges arising from the instruction my deputy gives Nationwide on my behalf to the same extent as I would be if I had given the instructions myself under the terms and conditions of my current account(s).

To be signed by the Deputy on behalf of the account holder

Signature	Date (please write INSIDE the boxes)
PLEASE SIGN WITHIN THIS BOX WITH A PEN	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/> <input type="text" value="Y"/> <input type="text" value="Y"/>

**Who needs a chequebook? (Please mark an X in each box that applies)**

Account <b>1</b>	Deputy 1 <input type="checkbox"/>	and/or	Deputy 2 <input type="checkbox"/>
Account <b>2</b>	Deputy 1 <input type="checkbox"/>	and/or	Deputy 2 <input type="checkbox"/>
Account <b>3</b>	Deputy 1 <input type="checkbox"/>	and/or	Deputy 2 <input type="checkbox"/>
Account <b>4</b>	Deputy 1 <input type="checkbox"/>	and/or	Deputy 2 <input type="checkbox"/>

**Who needs to receive statements? (Please mark an X in each box that applies) N.B. At least one deputy must receive statements**

Account <b>1</b>	Deputy 1 <input type="checkbox"/>	and/or	Deputy 2 <input type="checkbox"/>
Account <b>2</b>	Deputy 1 <input type="checkbox"/>	and/or	Deputy 2 <input type="checkbox"/>
Account <b>3</b>	Deputy 1 <input type="checkbox"/>	and/or	Deputy 2 <input type="checkbox"/>
Account <b>4</b>	Deputy 1 <input type="checkbox"/>	and/or	Deputy 2 <input type="checkbox"/>

**Section H - Declaration and Indemnity**

As the appointed Deputy for the account holder named in section A of this form, I (each of us) agree:  
 That I am not bankrupt.

- To tell the Society if bankruptcy proceedings are taken against me.
- To act on the accounts according to the terms of court of protection order I am registering.
- To never apply for credit, increase credit card borrowing or extend an existing overdraft for any account I am managing.
- To tell the Society if I or the account holder changes address.
- To repay the Society for any costs caused by directly following my instructions.
- To follow the terms and conditions of the accounts.
- Where the account holder(s) has requested that I be issued with a card(s), I consent to being issued with that card(s) and will comply with the provisions in the terms and conditions about taking all reasonable precautions to take care of the card(s) and PINs issued to me. In particular, I will;
  - always take reasonable steps to keep the card and cheque book safe.
  - keep the PIN, password, security codes and other security information secret at all times.
- If I register the current account card details in an e-wallet or on a device such as a mobile phone I must take reasonable precautions to keep them, and any security codes and other security information which relates to them e.g. my phone passcode or fingerprint stored in my phone, safe and to prevent fraudulent use of them. I will not store anyone else's fingerprint or other biometric means of identification in my device if that fingerprint/ other biometric identification can be used to authorise a payment or access my card details.
- Let you know as soon as you possible if my card is lost or might have been stolen; I think someone else knows my PIN; I think a payment has been made incorrectly or I don't recognise a payment from the account; I think someone else might be using or have access to my card, PIN, security details, e-wallet or security device without my permission.
- Follow any other reasonable instructions you give you to help me take care of the money in the account.

Where the form has been completed online and printed, please ensure that all signature boxes are signed with a pen.  
 We are unable to accept digital signatures on this form.

**Deputy 1 signature**

**1** Signature of first named Deputy  
 PLEASE SIGN WITHIN THIS BOX BY HAND

**Deputy 2 signature**

**2** Signature of second named Deputy  
 PLEASE SIGN WITHIN THIS BOX BY HAND

Date (please write INSIDE the boxes)

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

**Office use only**

Both donor and deputy signature present and checked <input type="checkbox"/>	Official docs seen <input type="checkbox"/>	Employee number <input type="text"/>	Date <input type="text"/>	Branch <input type="text"/>
Portrait Record created & ID confirmed for all Deputies <input type="checkbox"/>	Employee number <input type="text"/>	Confirmed correspondence address <input type="text"/>		
CIS Number for Deputy <input type="text"/>		CIS Number for Deputy <input type="text"/>		