**Ancillary Services**

**Change of Bank Account and VAT Number**

**Please complete the form on company headed paper which includes the full registered company name, company address, registered company number and the country that the business is registered. The form must be authorised by a manager known to your National Grid account manager. Please return the form to** **settlement.queries@nationalgrid.com** **by the 15th of the month for it to become effective in that month, elsewise it will become effective from the following month. Please include a copy of either: a recent bank statement, a paying-in slip, or a void cheque.**

|  |  |
| --- | --- |
| **Company Details** |  |
| **1. Company Name:** |   |
| **2. Company Code(s)**  |   |
|  **Format XXXX:** |
|  | *New Service Provider please contact the Settlements team for your assigned company code (s).* |
|
| **Old Bank Account** |  |
| **3. Bank Name:** |   |
| **4. Sort Code:** |   |
| **5. Account Number:** |   |
| **6. IBAN (if applicable):** |   |
| **7. Beneficiary Name:** |   |
| **8. VAT Number:** |   |
|  |  |
| **New Bank Account** |   |
| **9. Effective from date:** |   |
| **10. Bank Name:** |   |
| **11. Sort Code:** |   |
| **12. Account Number:** |   |
| **13. IBAN (if applicable):** |   |
| **14. Beneficiary Name:** |   |
| **15. VAT Number:** |   |
|  |  |
| **Authorisation Signature** |   |
| **Print Name:** |   |
| **Signed:** |   |
| **Position:** |   |
| **Date:** |   |