Royal Bank of Scotland
Mutilated Note Declaration
(FOR ROYAL BANK OF SCOTLAND NOTES ONLY)

Royal Bank of Scotland

Please complete in BLOCK CAPITALS and in black ink.

The information you provide will be used to enable us to refund monies to your designated bank account.

Any missing information may result in a delay in processing the claim.

I (insert full name)

Residing at (usual address)

Address line 1

Address line 2

Address line 3

Address line 4 OR overseas country

Postcode

solemnly and sincerely declare that the note(s) of The Royal Bank of Scotland plc detailed below:

Denomination	Number of notes	Face value
£100		£
£50		£
£20		£
£10		£
£5		£
£1		£
CLAIM TOTAL		**£**

For Cash Centre Use only

Date received:

Claim number:

Total payment:

Payment date:

Initials:

became mutilated under the following circumstances:

If your claim is successful payment will be made direct to your bank account. Please enter your account details below.

Account number

Branch sort code

Account name

Account holding Bank

Account holding Branch

I declare that the information I have given is true to the best of my knowledge.

Signature of applicant:

Date (DD/MM/YYYY):

For Branch use

Name of branch

Branch Reference

Manager's signature

Send Royal Bank of Scotland notes only to: Royal Bank of Scotland, Scotland Cash Centre, Tweed House, 35 South Gyle Crescent, Edinburgh, EH12 9HP, Depot Code 045.

FORM COMPLETION INSTRUCTIONS

1. Other Bank's mutilated notes must be sent to the appropriate issuing Bank supported by the relevant issuing Bank's form. **If non Royal Bank of Scotland notes are received they will be returned.**
2. When complete, the form and the notes can be submitted via your Royal Bank of Scotland branch or packaged carefully and sent to the Royal Bank of Scotland Cash Centre at the address noted below.
3. Claims can be sent by regular post (at your own risk) or by Special Delivery postage.
4. Payment for claims will be made direct to your bank account as detailed on this form.
5. Claims upheld will be settled within 10 working days from date received by the Cash Centre.

Completed forms and notes should be sent to:

THE ROYAL BANK OF SCOTLAND
SCOTLAND CASH CENTRE
TWEED HOUSE
35 SOUTH GYLE CRESCENT
EDINBURGH
EH12 9HP

For further advice if required, please contact the Cash Centre at SCCadvancedcashhandlers@natwest.com