



### Exchanging Bank of England banknotes (public via post)

To exchange your banknotes by post, please fill out this application form, print and send it to us with the banknotes along with copies of your photo ID and proof of address. Send to **Department NEX, Bank of England, Threadneedle Street, London EC2R 8AH**. To check what ID we accept please see 'Identification we accept' overleaf.

(The Bank of England is not responsible for the issue or exchange of coin)

Please exchange the following note denominations:-				Date:
Quantity		Value		Please tell us how you came to have these banknotes: ----- ----- ----- ----- -----
	@	£50	= £	
	@	£20	= £	
	@	£10	= £	
	@	£5	= £	
	@	£1	= £	
<b>Total Enclosed</b>			<b>= £</b>	

TITLE (please tick)	MR <input type="checkbox"/>	MRS <input type="checkbox"/>	MISS <input type="checkbox"/>	MS <input type="checkbox"/>	OTHER (please state)
SURNAME/FAMILY NAME					
FORENAME(S)					
ADDRESS					
TOWN/CITY					COUNTY/COUNTRY
POST/ZIP CODE					Day Time Telephone Number (+Area Code)
EMAIL ADDRESS					
Payment Method: (please select tick)	BACS <input type="checkbox"/>		Cash <input type="checkbox"/>		Overseas Transfer <input type="checkbox"/>
	Only available for UK bank account holders.		Only available for UK residents exchanging £50 or less.		Non-UK paid to your bank account in sterling (GBP) or alternatively, a sterling cheque will be issued.

#### Instruction for BACS Transfer (UK bank account holders only):

Bank: \_\_\_\_\_ Account Title: \_\_\_\_\_

Sort code: \_\_\_\_\_ 8 Digit Account Number: \_\_\_\_\_

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#### Instruction for Overseas Transfer (non-UK Applicants only):

Bank: \_\_\_\_\_ Account Title: \_\_\_\_\_

BIC/SWIFT: \_\_\_\_\_ IBAN/Account No: \_\_\_\_\_

Routing Code required for USA / Canada / Australia: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

## Identification we accept

We accept the following identity documents:

- valid passport
- valid photo card driving licence (full or provisional)
- national identity card (if you are a non-UK national)
- Firearm or shotgun certificate.

We accept the following as proof of address:

- valid photocard driving licence (full or provisional) – if you haven't used this as proof of ID
- electoral register entry
- utility bill or certificate from utility supplier (dated within the past six months)
- Council Tax bill (dated within the past six months)
- bank, building society or credit union statement or passbook (dated within the past six months)
- most recent mortgage statement
- local council rent card or tenancy agreement
- benefits book or letter from the benefits agency (dated within the past six months)
- telephone bill (excluding mobile phones, dated within the past six months)
- credit card bill (dated within the past six months)
- HM Revenue and Customs tax notification (dated within the past six months)
- Jobcentre Plus letter confirming your National Insurance number

For information on how to exchange your banknotes if you are a business or how to exchange them in person at the Bank of England, please see our website:

<https://www.bankofengland.co.uk/banknotes/exchanging-old-banknotes>