**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** **at least 5 working days prior to the invoice issue date.**

|  |  |
| --- | --- |
| **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:** |   |