

## Account switch service

BCV offers a personalized service to help you complete the necessary paperwork and other steps for switching to us. Your advisor can prepare the correspondence you'll need to send to your current bank so that you can start using your new BCV accounts as soon as possible.

Please make sure that you bring the documents and/or information listed below to your appointment with our advisor. Much of the information can be found on the bank statements and/or invoices you have received.

Information	Purpose
1. IBAN for your banking and securities accounts  Current account, savings account, retirement account, etc.  Securities account  IBAN  I	To prepare all the correspondence to inform your current bank about switching your accounts
2. Bank cards  Card number Cardholder first and last name Expiry date e.g., credit cards, debit cards, and Travel Cash cards	To send the information needed to close your accounts with your current bank
<ul> <li>3. Standing orders and direct debits (LSV)</li> <li>Name of establishment or beneficiary</li> <li>Full address</li> <li>Bank details</li> <li>e.g., rent, health insurance premiums, and taxes</li> </ul>	To make sure your existing standing orders and direct debits are moved across
<ul> <li>4. Other payments</li> <li>Name of establishment or beneficiary</li> <li>Full address</li> <li>e.g., insurance, credit card, telephone, and TV bills</li> </ul>	To communicate your new banking details, particularly for any refunds that may be sent to you
<ul><li>5. Employer/pension fund</li><li>Name of establishment</li><li>Full address</li></ul>	To send your new current account details to your employer or pension fund
<ul><li>6. A copy of your identification document</li><li>Valid ID card or passport</li><li>Valid Swiss residency permit</li></ul>	To confirm your identity

Please contact your advisor by phone or email if you require any additional information.