

# Cash ISA

## Terms and Conditions

**This leaflet contains the Terms and Conditions for the Fixed Rate Cash ISA and Instant Access Cash ISA.**

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- 21** Section 3 General Conditions relating to both Fixed Rate Cash ISA and Instant Access Cash ISA

## Your agreement with us is made up of the following:

1. **This document** – it explains how your Account operates.
2. **The Welcome Letter** – it outlines the account number and sort code which will operate on your Account.
3. **The Key Features Document** – it outlines the interest rates which will operate on your Account.

Once your Account is open, we'll also give you some more information to help you get the most out of your Account.

If you use Online Banking or the Mobile App, you'll need to sign up for the separate terms and conditions for those services.

## Your right to cancel:

If you change your mind and no longer wish to open this account, you can cancel the account within 30 days receipt of your Welcome letter. You can also close the account anytime after that by contacting us on **0345 678 5678\***

## Keeping you in control:

We've designed the Tesco Bank Fixed Rate Cash ISA and Instant Access Cash ISA to keep you in control:

- **If things go wrong** – we're here to help. You're protected against fraudulent transactions and we'll sort things out as soon as we can. For more information please see the 'Refunds' section.
- **Banking your way** – we'll help you manage your money wherever you want to – online, by mobile or by telephone.

\*This number may be included as part of any inclusive call minutes provided by your phone operator.

# Section 1

## Fixed Rate Cash ISA

Sections 1 and 3 of this document together with your Key Features Document and Welcome Letter forms your terms and conditions for your Fixed Rate Cash ISA.

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### About your Account

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#### What is a Fixed Rate Cash ISA?

A Fixed Rate Cash ISA is a savings account which allows you to earn interest at a fixed rate on money you save, tax free. The only way to keep the money you save in your Fixed Rate Cash ISA tax free is to keep it in an ISA (other types of ISA's include; Cash ISA, Stocks and Shares ISA, Innovative Finance ISA, Lifetime ISA and Help to Buy ISA). If you withdraw money, it will lose its tax free status. You can move your money at any time to another ISA provider by using the ISA transfer process. For more information on this, please see the 'Transferring your ISA' section.

The Account is available for personal use only. Business transactions are not permitted on this Account.

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#### Things you need to know

A Fixed Rate Cash ISA must be in your sole name, which means you cannot open a Fixed Rate Cash ISA in joint names.

When you pay money into a Fixed Rate Cash ISA this is known as making a 'subscription'. You can only make subscriptions up to a maximum limit each year. This is known as the 'annual allowance'.

Your Fixed Rate Cash ISA gives you a guaranteed rate of interest over the term. With a Fixed Rate Cash ISA, you can make subscriptions up to your annual allowance in the first 30 days from your Account opening. After that, you can't make any further subscriptions until the end of the fixed term of your Account.

When you open your Fixed Rate Cash ISA you must set up a linked account to move money out of your Fixed Rate Cash ISA ('a Linked Account'). Please note that you can set up more than one account.

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#### What is a Linked Account?

A Linked Account is another account you have told us about and held in your name with another bank in the UK or another internal Tesco Bank account in your name. You'll need the account number and sort code of the account you want to set up as a Linked Account.

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#### Who can have a Fixed Rate Cash ISA?

To subscribe to a Fixed Rate Cash ISA you must:

- be 18 or over;
- be resident in the UK or, if not, be a Crown employee serving overseas or be married to or in a civil partnership with a Crown employee. An example of a Crown employee would be someone who is serving in the armed forces overseas and paid out of the public revenue of the United Kingdom. For more information about the residency rules, please contact Her Majesty's Revenue and Customs (HMRC);
- complete a Cash ISA Declaration form confirming you are eligible to have a Cash ISA;
- not have subscribed to another Cash ISA in the same tax year unless you are going to transfer all of your subscriptions from the current tax year from your existing Cash ISA to your Tesco Bank Cash ISA. If you have previously subscribed to a Cash ISA in the same tax year but transferred all of your subscriptions to a Stocks and Shares ISA we will treat you as never having subscribed to the original Cash ISA;
- not have exceeded the overall subscription limit for the year.

You can hold more than one type of ISA (for example Cash ISA, Stocks and Shares ISA, Innovative Finance ISA, Lifetime ISA and Help to Buy ISA) at a time but can't subscribe to more than one of the same type of ISA in a tax year. For example one Cash ISA and one Stocks and Shares ISA; or one Cash ISA and one Innovative Finance ISA.

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## About your Account (continued)

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### How much can I pay in?

HMRC sets an annual allowance each year (6th April to the following 5th April). This is the maximum amount a person can save into any combination of the ISA types tax free each year.

The current allowance is detailed in the Welcome Letter.

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### How will you contact me?

We may contact you electronically (e.g. by text, email or in-app messaging) in relation to servicing updates on your Account. We will only do this where we hold a mobile telephone number or an email address for you. Where we do not hold these details for you, we will either write or telephone you with servicing updates on your Account. This means that you may only get an email or a text from us, and not receive a letter in the post.

Please tell us if your name or contact details change. If you don't we'll continue to use the details you last gave us, and we won't be responsible if we can't contact you or if we send confidential information using out-of-date contact details. For your security, we may no longer communicate with you by post if we have reason to believe you have moved or it appears the account is no longer in use. If we have reason to believe the account is no longer in use we may also block access to your Account.

You should note that some methods we use, such as email or text, can't be guaranteed to be completely secure. As texts and emails can be intercepted, we will keep confidential information to a minimum and you should never send us any confidential information via text or email.

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### How will you provide me with information about my Account?

Account communications, such as statements may no longer be sent to you by post if you've opted to go paperless on your Account. Instead you will be able to view these electronically. If you receive paperless statements, we may notify you of changes to the terms and conditions by email. We'll let you know (by text or email) when a document is available for viewing. We can't guarantee that messages or emails will get through, so you should check your Online Banking regularly.

You can change your paperless preferences by logging into Online Banking or by contacting us.

We may still send you correspondence by post if we think that it's important or necessary, or we think that your contact details may be out-of-date.

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## Managing your Account

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### How can I manage my Account?

The account can be managed online, by telephone or by the mobile app. To use the online services or mobile app you will need to register for these services.

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## Term

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### How long is my money held for?

This will vary depending upon the options available to you at the time you open your Account. We'll tell you how long in your Key Features Document.

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## Cancellation

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### Can I change my mind about my Account?

Yes, you can choose to cancel your Account at any time up to 30 days from the day you receive your Welcome Letter. If you want to cancel during this time, you must contact us. When this happens we'll return your money to the account that it came from or, if you sent us a cheque, we'll send you a cheque back by post. When we do this we will also return any interest earned up until that point but we will, if and to the extent that we are required to by law, deduct tax from this first.

If you cancel your Account, we'll treat this as if you never applied. This means that you could choose to open a new ISA (with Tesco Bank or another provider) subject to HMRC subscription limits.

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## Early withdrawals and Closing your Account

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### Can I withdraw money?

Yes, you can ask us to close your Account before the end of the fixed term and withdraw all of the money in your Account. If you want to do this please contact us and we will close your Account within the timescales you ask us to do this in. We will charge you a fee equal to 90 days interest to do this, if this is after the first 30 days of account opening.

Please note you can only withdraw the full balance. We do not allow you to make partial withdrawals.

If you close your Account and withdraw your money, it will lose its tax free status. To avoid this, you can transfer all of the money in your Tesco Bank Cash ISA to another ISA with Tesco Bank during the fixed term by contacting us. Alternatively you can transfer all of the money in your Tesco Bank Cash ISA to an ISA with another provider during the fixed term, using the ISA transfer process. We will charge you a fee equal to 90 days interest to do to this. For more information on the transfer process, please see the 'Transferring your ISA' section.

We will waive our fee for making a withdrawal should you need to access your money early due to exceptional circumstances. Death or diagnosis of terminal illness are examples of what we think are 'exceptional circumstances'. We may ask you to provide evidence of your circumstances.

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### Can you close my Account?

Yes, we can close your Account by giving you 2 months' notice that we will do so. If we do this we'll give you the option of transferring your money to another ISA provider before we return your money to you.

We can close your Account immediately and repay the balance to you, or any person authorised by law, with any interest due (if that is appropriate) where:

- we suspect there has been (or if we know there has been), fraudulent or criminal activity on your Account or any of your other accounts or insurance with us;
- you have seriously or persistently broken any of these Terms & Conditions;
- you fail anti-money laundering or other identity checks; or
- you are abusive to any of our staff.

We will close the account with immediate effect if HMRC tell us to close your Account (see the section titled 'What happens if I'm no longer eligible to make subscriptions to my Cash ISA?').

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## Interest

### How is interest calculated?

We will pay interest into the account either monthly or annually depending on the options available at the time you open your Account. We will confirm when your interest will be paid in your Welcome Letter.

Interest will be earned at a daily rate. We will calculate your interest on the money in the account at the end of each day.

If your interest is paid annually, at the end of the year we will add up the interest from each day over the year and then pay the total into your Account. We will pay your interest on the anniversary of your Account opening. This means if you opened your Account on the 2nd April we will pay your interest on the 2nd April the next year and so on depending upon the term of your Cash ISA and how long you keep it open.

If your interest is paid monthly, at the end of the month we will add up the interest from each day over the month and then pay the total into your Account. We will pay your interest a month after your Account was opened, except if you opened your Account on a date that does not take place in each calendar month, in which case we'll pay on the next calendar day. For example if you opened on the 3rd April then we will pay interest on the 3rd of each month but if you opened on the 31st January we will pay interest on the 1st March.

### Can you change the interest rate?

No, the interest rate which applies to your Account is fixed until the end of your fixed rate term.

## Payments into your Account

### What do I need to know about paying money into my Account?

You can make payments into your Account within the first 30 days of the account being opened. This includes transfers from another ISA (see the section titled 'Transferring your ISA' for more information). You can only make subscriptions up to the annual allowance for this tax year.

You can't make further payments into your Account or transfer money in from another ISA after the first 30 days of account opening.

If we do not receive any subscriptions within 30 days of opening your Account, we will cancel your Account. We will tell you when we have done this.

If you pay by cheque and it doesn't clear in the first 30 days from account opening, no interest will be earned, your Account will be closed and we'll return the cheque to you. Cash payments and post-dated cheques will not be accepted.

In certain circumstances we may refuse to accept a payment from you, for example to comply with money laundering rules or if you attempt to make a payment from a non-UK bank account.

### How can I pay money into my Account?

You can pay money into your Account within the first 30 days from account opening in the following ways:

Payment Source	Description
<b>Direct Debit</b>	<p>Prior to 22 April 2018 regular or one off payments can be made by setting up a Direct Debit via Online or Telephone Banking services. You'll need your Tesco Bank security details to do this. Direct Debits are not available for your 1st payment.</p> <p>From 22 April 2018, you'll be unable to set up new, regular or one off Direct Debit payments. All existing Direct Debits set up on your Account will be cancelled.</p>
<b>Standing Order</b>	<p>You can make regular payments by setting up a Standing Order from another UK bank account in your name. You would need to arrange this directly with the other bank. You'll need your Tesco Bank sort code and account number to do this.</p>
<b>Internal transfer from another Tesco Bank account</b>	<p>You can move funds from another account you have with Tesco Bank using our Online or Telephone Banking services. You'll need your Tesco Bank security details and sort code and account number to do this.</p>

<b>Transfer money from another non-Tesco Bank account in the UK</b>	You can send us money from another UK bank account not held with Tesco Bank. You would need to arrange this directly with the other bank. You'll need your Tesco Bank sort code and account number to do this.
<b>Cheques</b>	Cheques can be posted to us. Please see the 'Contacting us' section at the end of this document.
<b>Transfer from another ISA</b>	You can transfer money from another ISA using the ISA transfer process if your Account allows. To find out whether your product accepts Transfers in please check your Key Features document. (Please see the 'Transferring your ISA' section for more information).

**Your Account is a savings account and wages, salary, benefits or pension payments should not be paid directly into it.**

**Your Account does not accept payments which are not made in UK sterling or money paid in from non-UK bank accounts. Any money which is not in UK sterling or sent from a non-UK bank account will automatically be returned to where it came from.**

<b>How long will it take for money to appear in your Account?</b>	<b>Payment Source</b>	<b>The money will appear in the account</b>	<b>Interest will be earned</b>
	<b>Standing Orders and Direct Debits</b>	As soon as we receive it.	From the day we receive the money.
	<b>Moving money from another bank account</b>	As soon as we receive it.	From the day we receive the money.
	<b>Moving money internally from another Tesco Bank account</b>	Immediately.	From the day we are asked to make the transfer.
	<b>Cheque</b>	1 Business Day after we receive the cheque.	2 Business Days after we receive the cheque.

Immediately means within 2 hours.

A Business Day is any day from Monday to Friday which is not a bank holiday in England and Wales.

## Transferring your ISA

If you want to move your money from an ISA with another provider to a Tesco Bank Cash ISA or from your Tesco Bank Cash ISA to an ISA with another provider, you can do this by using the ISA transfer process.

The transfer process is offered by Tesco Bank and most other providers and will ensure that your money remains tax free when you move it.

Subject to any conditions set by individual providers, the process allows you to transfer:

- all or part of any subscriptions made (i.e. money paid in) in previous tax years to or from a Cash ISA and/or any of the other eligible ISA types; and/or
- all subscriptions made to your existing Cash ISA and/or any of the other eligible ISA types in the current tax year. You can transfer all of your current year's subscriptions to any other eligible ISA type and make further subscriptions to the new ISA in the current tax year, as long as you haven't already reached your annual allowance.

**ISA providers may have restrictions on transfers, so you should always check any restrictions that may apply to your ISA before transferring money between providers.**

You can transfer your Tesco Bank Cash ISA to another Cash ISA or Stocks and Shares ISA held with another provider. You will need to ask your new provider to arrange this to ensure that your money remains tax free. We'll ensure that your money is transferred to your new provider within 5 Business Days of receiving the request to transfer to another Cash ISA (Stocks and Shares ISAs may take up to 30 days).

**For the avoidance of doubt, upon transfer of your Cash ISA to another provider, your Account with us is closed.**

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To transfer funds into your Account please contact us or log in to Online Banking to download a Transfer Authority form. Once we receive the completed form from you, we will ask your ISA provider within 5 Business Days to transfer funds to your Account. This should normally be completed within 15 Business Days. We will start paying interest from receipt of your funds or 16 Business Days after receipt of your completed form, whichever is earlier.

**To find out whether your product accepts Transfers in please check your Key Features Document enclosed in your Welcome Pack.**

A Business Day is any day from Monday to Friday which is not a bank holiday in England and Wales. Immediately means within 2 hours.

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## What happens at the end of my fixed rate term?

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At the end of your fixed rate term your Account will become an Instant Access Cash ISA and the Instant Access Cash ISA terms and conditions which are in use at the time your fixed rate term ends will apply to your Account. We will send you a copy of the relevant terms and conditions before your term ends. Your Account will earn interest at the ISA Standard Rate. You will be able to make subscriptions to your Account and access money in it. If we no longer offer the Instant Access Cash ISA when your fixed term ends, we will write to you to let you know before this happens with full details of what will happen at the end of your term.

If you decide you do not want an Instant Access Cash ISA once your fixed rate term ends, you can ask us to:

- switch your Account to another Tesco Bank ISA product available at the time;
  - move your money to another account with Tesco Bank (if this account is not an ISA it will lose its tax free status);
  - prior to 22 April 2018 by sending your money to an account not held with Tesco Bank (e.g. your current account, which will lose its tax free status). From the 22 April 2018, you will only be able to make transfers out of your Account to a Linked Account or another internal Tesco Bank account in your name. Please see 'What is a Linked Account' section for more information. If you experience any issues please contact us.
  - transfer your funds to another ISA provider (please see the 'Transferring your ISA' for more information).
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## Other important Fixed Rate Cash ISA information

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### What happens if I make a payment to my Fixed Rate Cash ISA which would exceed the annual allowance?

We will refund the payment which caused the over subscription and return it to where it came from. If you sent the money by cheque, we will return the cheque to you and contact you to let you know we have done this. Please note that we will only know if you have reached your annual allowance on your Fixed Rate Cash ISA with Tesco Bank, not on any other ISA accounts you may have with other providers.

### What happens if I don't pay any money into my Fixed Rate Cash ISA in a tax year?

Your ISA Declaration will expire, which means you will need to complete a new ISA Declaration before you make any further subscriptions in future tax years. We'll let you know if and when you need to do this.

### What happens if I'm no longer eligible to make subscriptions to my Fixed Rate Cash ISA?

HMRC has very strict rules on who can have and pay money into an ISA. We must report certain information about your Account to HMRC. If we or HMRC find an issue with your Account (for example, you were not eligible to make some or all of your subscriptions), HMRC will advise us what course of action must be taken to correct the issue. This may include closing your Account. We'll always write to you to let you know. We will also let you know if, for any reason, your Tesco Bank Fixed Rate Cash ISA has or will become void because of a failure to satisfy the ISA Regulations.

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**What happens to my Fixed Rate Cash ISA if I move out of the UK?**

You must tell us immediately if you are moving out of the UK. You can continue to make subscriptions to your Account until the end of the tax year in which you move out of the UK. You will not be able to make any subscriptions in the following tax year unless you are UK resident for that tax year (this does not apply if you are a Crown employee working overseas and paid out of the public revenue of the United Kingdom or married to or in a civil partnership with such a Crown employee). Your money will continue to earn interest, which will remain tax free while you are living outside the UK. For more information about whether or not you are resident in the UK, please contact HMRC. If you do not tell us that you are moving out of the UK, this could result in you making subscriptions to your Cash ISA when you are not eligible to do so, which is a breach of HMRC rules.

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**Can I use my Fixed Rate Cash ISA as security for a loan?**

No.

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**Can I transfer any rights in relation to my Fixed Rate Cash ISA to any other person?**

No.

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## Statements

**When will you provide me with statements?**

We will provide you with statements on the anniversary of your Account opening and, if you have a Fixed Rate Cash ISA with a term of over one year, on each anniversary after that. If you have opted to go paperless on your Account, we'll contact you by email or text to let you know that your statement is ready to view electronically.

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## Opening your Account

During our account opening process we must take steps to confirm your identity.

If we do not receive the information we request from you within 30 days we'll return your money to where it came from and close your Account. We'll also return any interest earned up until that point to you but will deduct tax from this first, where we are required by law to do so. When we close your Account in these circumstances we'll treat this as if your Account was never opened. This means that you could choose to open a new ISA this tax year subject to HMRC restrictions.

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## Powers of Attorney

**Can I grant a Power of Attorney over my Account to allow someone else to operate the Account on my behalf?**

Yes, but only if you are incapable of completing the application to open your Account and/or operate your Account by yourself, for example, if you have a mental disorder or incapacity or a physical disability or illness. We can also accept a Power of Attorney where you are unable to manage the account because you are a member of the armed forces on active service in a war zone. A Fixed Rate Cash ISA cannot be operated under a Power of Attorney for any other reason. For example, we can't accept a General Power of Attorney.

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**Can I let someone with a Power of Attorney over my Account use my security details to login to Online Banking or the Mobile App for me?**

No.

If you've granted a Power of Attorney over your Account, that person must service your Account by telephone.

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## Protecting your Account

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**What should I do to keep my Account secure?**

**You must:**

- keep your Online Banking, Telephone Banking and Mobile App security details secret.

**You must not:**

- write down or record your security details in a way which could be easily understood or recognised by someone else; or
  - let anyone else know or use your security details.
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**What if I think someone else knows my security details?**

You must contact us immediately to let us know and to change your security details.

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**For security reasons**

In order to protect your Account we can block your access to it over the telephone via the Mobile App or the Online Banking services. We'll only do this if we think it's reasonably necessary because:

- we believe your security details may have been compromised;
  - there's suspected fraudulent or unauthorised use of your security details;
  - we have been unable to contact you; or
  - we believe the account is no longer in use.
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## Changing the Terms and Conditions

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**Can you change the Terms and Conditions?**

During the term of your Fixed Rate Cash ISA we will only change these Terms and Conditions if required by law or regulations. If the change is to your disadvantage we will tell you using any of the contact details (including email address) you have given us at least 30 days before we make the change. If you are not happy with the change, you may close your Account if you tell us within 60 days of telling you about the change. If the change is not to your disadvantage we will tell you using any of the contact details (including email address) you have given us not more than 30 days after we have made the change. During the term of your Fixed Rate Cash ISA we will not change your interest rates, the term of your Account, or how often interest is paid.

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## Section 2

# Instant Access Cash ISA

Sections 2 and 3 of this document together with your Key Features Document and your Welcome Letter forms your terms and conditions for your Instant Access Cash ISA Account.

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### About your Account

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#### What is an Instant Access Cash ISA?

An Instant Access Cash ISA is a flexible savings account which allows you to earn interest on money you save, tax free. An Instant Access Cash ISA also allows you to replace withdrawn money without the replacement money counting towards your unused annual ISA subscription limit so long as any money withdrawn is replaced by the end of the tax year in which it was withdrawn.

#### Examples:

- Investor withdraws £10,000 on 6th April 2016 – must replace by 5 April 2017
- Investor withdraws £10,000 on 4th April 2017 – must replace by 5 April 2017

You can move your Instant Access Cash at any time to another ISA provider by using the ISA transfer process. For more information on this, please see the 'Transferring your ISA' section. A Cash ISA is for personal use only. Business transactions are not permitted on this Account.

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#### Things you need to know

An Instant Access Cash ISA must be in your sole name, which means you cannot open it in joint names.

There are restrictions on how much you can pay into your Instant Access Cash ISA, which are explained fully in the Section "How much can I pay in?" below.

When you open your Account you must set up a Linked Account to move money out of your Instant Access Cash ISA. Please note that you can set up more than one Linked Account. A Linked Account is another account you have told us about and held in your name with another bank in the UK. You'll need the account number and sort code of the account you want to set up as a Linked Account.

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#### What is a Linked Account?

A Linked Account is another account you have told us about and held in your name with another bank in the UK or another internal Tesco Bank account in your name. You'll need the account number and sort code of the account you want to set up as a Linked Account.

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#### Who can have a Cash ISA?

To subscribe to a Tesco Bank Cash ISA you must:

- be 18 or over;
- be resident in the UK or, if not, be a Crown employee serving overseas or be married to or in a civil partnership with a Crown employee. An example of a Crown employee would be someone who is serving in the armed forces overseas and paid out of the public revenue of the United Kingdom. For more information about the residency rules, please contact Her Majesty's Revenue and Customs (HMRC);
- complete a Cash ISA Declaration form confirming you are eligible to have a Cash ISA;
- not have subscribed to another Cash ISA in the same tax year unless you are going to transfer all of your subscriptions from the current tax year from your existing Cash ISA to your Tesco Bank Cash ISA. If you have previously subscribed to a Cash ISA in the same tax year but transferred all of your subscriptions to a Stocks and Shares ISA we will treat you as never having subscribed to the original Cash ISA;
- not have exceeded the overall subscription limit for the year.

You can hold more than one type of ISA (for example Cash ISA, Stocks and Shares ISA, Innovative Finance ISA, Lifetime ISA and Help to Buy ISA) at a time but can't subscribe to more than one of the same type of ISA in a tax year. For example one Cash ISA and one Stocks and Shares ISA; or one Cash ISA and one Innovative Finance ISA.

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## About your Account (continued)

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### How much can I pay in?

When you pay money into a Cash ISA this is known as making a 'subscription'. You can only make subscriptions up to an annual ISA subscription limit set by HMRC each tax year (6th April to the following 5th April). However, if you choose to replace what you have withdrawn earlier in the tax year this money will not be counted towards your unused annual ISA subscription limit.

The current annual ISA subscription limit is detailed in the Welcome Letter. If you withdraw money from a previous year's subscriptions, you are able to replace these monies in the same tax year without them counting towards your current year's annual allowance.

#### Example:

Investor opens a Cash ISA in the tax year 2015/16 and deposited £10,000. In the following tax year, 2016/17, the Investor withdraws £10,000. The total amount the Investor can pay into their Cash ISA in 2016/17 will be their annual allowance for 2016/17 as well as the £10,000 withdrawn.

For Additional Permitted Subscriptions, HMRC also set rules regarding the maximum Additional Permitted Subscriptions. We will advise you in writing the total amount of the Additional Permitted Subscriptions that you can make to your Account.

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### How will you contact me?

We may contact you electronically (e.g. by text, email or in-app messaging) in relation to servicing updates on your Account. We will only do this where we hold a mobile telephone number or an email address for you. Where we do not hold these details for you, we will either write or telephone you with servicing updates on your Account. This means that you may only get an email or a text from us, and not receive a letter in the post.

Please tell us if your name or contact details change. If you don't we'll continue to use the details you last gave us, and we won't be responsible if we can't contact you or if we send confidential information using out-of-date contact details. For your security, we may no longer communicate with you by post if we have reason to believe you have moved or it appears the Account is no longer in use. If we have reason to believe the account is no longer in use we may also block access to your Account.

You should note that some methods we use, such as email or text, can't be guaranteed to be completely secure. As texts and emails can be intercepted, we will keep confidential information to a minimum and you should never send us any confidential information via text or email.

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### How will you provide me with information about my Account?

Account communications, such as statements may no longer be sent to you by post if you've opted to go paperless on your Account. Instead you will be able to view these electronically. If you receive paperless statements, we may notify you of changes to the terms and conditions by email. We'll let you know (by text or email) when a document is available for viewing. We can't guarantee that messages or emails will get through, so you should check your Online Banking regularly.

You can change your paperless preferences by logging into Online Banking or by contacting us.

We may still send you correspondence by post if we think that it's important or necessary, or we think that your contact details may be out-of-date.

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## Managing your Account

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### How can I manage my Account?

The Account can be managed online, by telephone or by the mobile app. To use the online services or mobile app you will need to register for these services.

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## Cancellation

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### Can I change my mind about my Account?

Yes. You can choose to cancel your Account at any time up to 30 days from the day you receive your Welcome Letter. If you want to cancel during this time, you must contact us to let us know. When this happens we'll return your money to the account that it came from or, if you sent us a cheque, we'll send you a cheque back by post. When we do this we will also return any interest earned up until that point but we will, if and to the extent that we are required by law, deduct tax from this first.

If you cancel your Account, we'll treat this as if you never applied. This means that you could choose to open a new ISA (with Tesco Bank or another provider) this tax year subject to HMRC restrictions.

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## Interest

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### How is interest calculated?

We will pay interest into the account either monthly or annually depending on the options available at the time you open your Account. We will confirm whether your interest will be paid monthly or annually in your Welcome Letter. Interest will be earned at a daily rate of interest. We will calculate your interest on the money in the account at the end of each day.

If your interest is paid annually, at the end of the year we will add up the interest from each day over the year and then pay the total into your Account. We will pay your interest on the anniversary of your Account opening. This means if you opened your Account on the 2nd April we will pay your interest on the 2nd April the next year and so on depending upon the term of your Instant Access Cash ISA and how long you keep it open.

If your interest is paid monthly, at the end of the month we will add up the interest from each day over the month and pay the total into your Account. We will pay your interest a month after your Account was opened, except if you opened your Account on a date that does not take place in each calendar month, in which case we'll pay interest the next calendar day. For example if you opened on the 3rd April then we will pay interest on the 3rd of each month but if you opened on the 31st January we will pay interest on the 1st March.

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### What do I need to know about bonus rates?

You will be told about any bonus rate on your Account when you apply. If it is for a limited time then we'll write to you to let you know when the bonus period will end shortly before this happens.

We'll never change a bonus rate during a bonus period, but please remember that our Standard Rate of interest is variable and may change from time to time, which means that your overall interest rate might change.

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### Can you change the interest rate?

Yes. The Instant Access Cash ISA is a variable interest rate account and we may change the Standard Rate of interest at any time. If we are going to reduce your interest rate we'll always contact you and advise you before we make the change. The reasons which may lead us to reduce interest rates include where there is a change (or where we reasonably expect a change):

- in the costs we incur in providing services to our customers;
- in the Bank of England Base Rate;
- in market conditions which affect interest rates; or
- in law or regulatory or industry code requirements.

These are just examples and we may make changes for other reasons. If you don't want the new interest rate, you can close your Account and either transfer it to an ISA with another ISA provider, so that it doesn't lose its tax free status (for more information on this, please see the 'Transferring your ISA' section), or withdraw your money (in which case your money will lose its tax free status). If you don't tell us you want to close your Account before the date of the reduction, we'll assume that you want to keep your Account open and your interest rate will be reduced.

When your interest rate increases, the new rate will be shown in Online Banking and the Mobile App and we may also contact you to let you know.

You can find out how much interest you are earning at any time by logging in to Online Banking, Mobile App or by contacting us.

**Bonus Interest rates are always fixed and we won't vary them during a Bonus Period.**

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## Payments into your Account

### How can I pay money into my Account?

You can pay money into your Account in the following ways:

Payment Source	Description
<b>Direct Debit</b>	<p>Prior to 22 April 2018 regular or one off payments can be made by setting up a Direct Debit via Online or Telephone Banking services. You'll need your Tesco Bank security details to do this. Direct Debits are not available for your 1st payment.</p> <p>From 22 April 2018, you'll be unable to set up new, regular or one off Direct Debit payments. All existing Direct Debits set up on your Account will be cancelled.</p>
<b>Standing Order</b>	You can make regular payments by setting up a standing order from another UK bank account in your name. You would need to arrange this directly with the other bank. You will need your Tesco Bank sort code and account number to do this.
<b>Internal transfer from another Tesco Bank account</b>	You can move funds from another account you have with Tesco Bank using our Online or Telephone Banking services. You'll need your Tesco Bank security details and sort code and account number to do this.
<b>Transfer money from another non-Tesco Bank account in the UK</b>	You can send us money from another UK bank account not held with Tesco Bank. You would need to arrange this directly with the other bank. You will need your sort code and account number to do this.
<b>Cheques</b>	Cheques can be posted to us. Please see the 'Contacting us' section at the end of this document.
<b>Transfer from another ISA</b>	You can transfer money from another ISA using the ISA transfer process if your Account allows. To find out whether your product accepts Transfers in please check your Welcome Pack (please see the 'Transferring your ISA' section for more information).

For Additional Permitted Subscriptions you must call us and advise that you intend to pay money into your Account. We will complete an Additional Permitted Subscription declaration with you allowing you to make an Additional Permitted Subscription. Please note that we cannot accept cheques for an Additional Permitted Subscription.

**Your Account is a savings account and wages, salary, benefits or pension payments should not be paid directly into it.**

**Your Account does not accept payments which are not made in UK sterling or money paid in from non-UK bank accounts. Any money which is not in UK sterling or sent from a non-UK bank account will automatically be returned to where it came from.**

### How long will it take for money to appear in your Account?

Payment Source	The money will appear in the account	Interest will be earned	You can withdraw money
<b>Standing Orders and Direct Debits</b>	As soon as we receive it.	From the day we receive the money.	As soon as we receive it.
<b>Moving money from another bank account</b>	As soon as we receive it.	From the day we receive the money.	As soon as we receive it.
<b>Moving money internally from another Tesco Bank account</b>	Immediately.	From the day we are asked to make the transfer.	Immediately.
<b>Cheques</b>	1 Business Day after we receive the cheque.	2 Business Days after we receive the cheque.	6 Business Days after we receive the cheque.

Immediately means within 2 hours.

A Business Day is any day from Monday to Friday which is not a bank holiday in England and Wales.

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## Transferring your ISA

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If you want to move your money from an ISA with another provider to a Tesco Bank Cash ISA or from a Tesco Bank Cash ISA to an ISA with another provider, you can do this by using the ISA transfer process.

The transfer process is offered by Tesco Bank and most other providers and will ensure that your money remains tax free when you move it.

Subject to any conditions set by individual providers, the process allows you to transfer:

- all or part of any subscriptions made (i.e. money paid in) in previous tax years to or from a Cash ISA and/or any of the other eligible ISA types; and/or
- all subscriptions made to your existing Cash ISA and/or any of the other eligible ISA types in the current tax year. You can transfer all of your current year's subscriptions to any other eligible ISA type and make further subscriptions to the new ISA in the current tax year, as long as you haven't already reached your annual allowance.

**ISA providers may have restrictions on transfers, so you should always check any restrictions that may apply to your ISA before transferring money between providers.**

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You can transfer your Instant Access ISA to another Cash ISA or Stocks and Shares ISA held with another provider. You will need to ask your new provider to arrange this to ensure that your money remains tax free. We'll ensure that your money is transferred to your new provider within 5 Business Days of receiving the request to transfer to another Cash ISA (Stocks and Shares ISAs may take up to 30 days).

**If you request a transfer of your Instant Access Cash ISA to another provider, you must resubscribe any withdrawn funds before we receive the request to transfer to another provider. If you fail to do so, you will lose any flexible allowance in respect of withdrawn funds. Once a transfer has been completed and your Account is closed, we cannot accept further subscriptions to your Account.**

### Example:

Investor withdraws £20,000 on 1st June 2016. The Investor then subscribes £10,000 on 1st July 2016 and then transfers the Cash ISA to a new provider on 1st August 2016. The Investor will lose £10,000 of their flexible allowance.

To transfer funds into your Account please contact us or download a Transfer Authority form. Once we receive the completed form from you, we will ask your ISA provider within 5 Business Days to transfer funds to your Account. This should normally be completed within 15 Business Days. We will start paying interest from receipt of your funds or 16 Business Days after receipt of your completed form, whichever is earlier.

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For further information on this you should contact HMRC.

A Business Day is any day from Monday to Friday between 9am and 5pm which is not a bank holiday in England and Wales.

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## Withdrawals from your Account

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### If I withdraw money from my Account will this affect my annual ISA allowance?

The Instant Access Cash ISA allows you to withdraw money from your Account and replace it as many times as you like, without losing its tax free status. However any money withdrawn should be returned to your Instant Access Cash ISA before midnight on the 5th April in the tax year it was withdrawn, otherwise it will lose its tax free status permanently. Overdrafts are not allowed on this account.

**Any money not paid back into the Instant Access Cash ISA before midnight on the 5th April of the tax year it was withdrawn will lose its tax free status. Any further deposit of those funds will count towards future year's annual allowance.**

**We recommend that any withdrawn funds are resubscribed to your Account by 5pm on 5th April in the financial year in which they were withdrawn to ensure that any funds are in your Account before the cut off deadline at the end of the tax year at midnight on 5th April.**

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**Example:**

Investor opens an Instant Access Cash ISA in the tax year 2015/16 and deposits £10,000 which they subsequently withdraw. The Investor doesn't pay it back into their Cash ISA before the end of the financial year and therefore the £10,000 has lost its tax free status.

For more information on ISA allowances please contact HMRC or visit their website at [hmrc.gov.uk](http://hmrc.gov.uk)

You can transfer the money in your Account to another ISA using the ISA transfer process, which will ensure that your money will remain tax free when you send it to another ISA provider (please see the 'Transferring your ISA' section for more information).

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**Does a withdrawal come from current year's subscription or prior year's subscriptions?**

Any withdrawal will be taken from current year's subscriptions first. If there is insufficient money in the current year's subscriptions to meet the withdrawal, the remaining money will be taken from previous year's subscriptions.

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**How does flexibility work with the overall ISA allowance?**

Where an Instant Access Cash ISA contains both current year's subscriptions and previous year's subscriptions, money withdrawn and replaced will be calculated as a net balance against the current year's subscription.

**Example:**

Investor subscribes £10,000 on 6 April 2016, current year's subscription is £10,000. Investor withdraws £20,000 on 1 July 2016, current year's subscription is -£10,000 (negative figure). Investor subscribes £15,000 on 1 December 2016, current year's subscription is £5,000.

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**How can I withdraw or move money out of my Account and how much can I take out each day?**

You can withdraw money from your Account:

- by transferring your Instant Access Cash ISA to another ISA provider (see section titled 'Transferring your ISA'); or
- Prior to 22 April 2018, via Online Banking, Mobile App or by contacting us and requesting a transfer to another account in your name, including linked accounts, but your money may lose its tax free status if it is not returned to the Instant Access Cash ISA by 5pm on 5th April in the tax year the withdrawal is made, and may be subject to tax on interest earned.
- From 22 April 2018, you will only be able to make transfers out of your Account to a Linked Account or another internal Tesco Bank account in your own name. This can be done via Online Banking, Mobile App or by contacting us. Your money may lose its tax free status if it is not returned to the Instant Access Cash ISA by 5pm on 5th April in the tax year the withdrawal was made, and may be subject to tax on interest earned. Please see 'What is a Linked Account?' section for more information. If you experience any issues please contact us.

Please note you can only withdraw £10,000 from your Account in Online Banking and via the Mobile App. If your transaction exceeds this limit, please contact us.

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**If I withdraw or move money to another Account how long will it take to leave my Account?**

We will take your money out of your Account immediately once we have received your instruction.

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**Are some withdrawals excluded from being flexible and therefore cannot be subscribed again at a future date?**

Yes. The following are examples of withdrawals which cannot be replaced:

- an ISA transfer to another provider;
  - by HMRC to cover a tax debt;
  - on instruction by HMRC to remove invalid subscriptions;
  - on cancellation; or
  - on the authority of a court order.
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## How can I move money to another account and when will my money get there?

Method	Cut off time for us to receive and start processing your instruction on the day you tell us to	Your money will appear in the other account
Sending money to other Tesco Bank Accounts	No cut off time.	Immediately (within 2 hours).

### Sending money to another account including linked accounts:

By Faster Payments Service	No cut off time.	Immediately (but no later than the end of the Business Day following the day we receive your instruction).
By CHAPS	1.30pm on a Business Day. If you ask us to make the transfer after 1.30pm on a Business Day or on a non-Business Day we will treat your instruction as having been received on the next Business Day and this is when we will start processing it.	On the same Business Day if before the cut-off time. On the next Business Day if after the cut-off time.

To send money to an account outside Tesco Bank using your Online Banking service or Mobile App the account you are sending the money to must be able to accept Faster Payments and the amount being transferred must be less than £10,000. If these conditions can't be met, we'll tell you straight away that we can't process the payment.

Please note that from the 22 April 2018, you will only be able to make transfers out of your Account to a Linked Account or another internal Tesco Bank account in your own name. This can be done by using Online Banking, Mobile App or by Telephone Banking. Please see 'What is a Linked Account?' section for more information. If you experience any issues please contact us.

When you call us we will give you the following alternative options:

- to send the money by transfer; or
- to provide you with a cheque from your Account.

A Business Day is any day from Monday to Friday which is not a bank holiday in England and Wales.

## Cancelling transactions

### Can I cancel a transaction I've authorised?

You can't cancel a transaction you've asked us to make after we've received your request unless it's for a future date. However, if you contact us we'll do what we can to try and stop the transaction. We may charge you any reasonable costs we incur in doing this, which would be proportionate to the work carried out. We'll tell you before we do this.

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**What about future-dated transactions?**

You can change or cancel a transaction you've asked us to make on a date in the future at any time before close of business on the day before the payment is due to be taken from your Account.

Prior to 22 April 2018, if you want to change or cancel a Direct Debit transaction you've asked us to make to pay money into your Account from another account in your name, you can only do this by changing or cancelling the transaction at least 4 Business Days before the payment is due to be paid into your Account. From 22 April 2018, you'll be unable to set up new, regular or one off Direct Debit payments. All existing Direct Debits set up on your Account will be cancelled.

Standing Orders paying money into your Account can only be changed or cancelled from the account the payment was instructed.

You can change or cancel future transactions by telephoning us or using our Online Banking services.

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**Other important Cash ISA information**

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**What happens if I make a payment to my Account which would exceed the annual allowance?**

We will refund the payment which caused the over subscription and return it to where it came from. If you sent the money by cheque, we will return the cheque to you and contact you to let you know we have done this. Please note that we will only know if you have reached your annual allowance on your Cash ISA with Tesco Bank, not on any other ISA accounts you may have with other providers.

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**What happens if I don't pay any money into my Cash ISA in a tax year?**

Your ISA Declaration will expire, which means you will need to complete a new ISA Declaration before you make any further subscriptions in future tax years. We'll let you know if and when you need to do this.

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**What happens if I'm no longer eligible to make subscriptions to my Cash ISA?**

HMRC has very strict rules on who can have and pay money into an ISA. We must report certain information about your Account to HMRC. If we or HMRC find an issue with your Cash ISA (for example, you were not eligible to make some or all of your subscriptions), HMRC will advise us what course of action must be taken to correct the issue. This may include closing your Account. We'll always write to you to let you know. We will also let you know if, for any reason, your Tesco Bank Cash ISA has or will become void because of a failure to satisfy the ISA Regulations.

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**What happens to my Instant Access Cash ISA if I move out of the UK?**

You must tell us immediately if you are moving out of the UK. You can continue to make subscriptions to your Account until the end of the tax year in which you move out of the UK. You will not be able to make any subscriptions in the following tax year unless you are UK resident for that tax year (this does not apply if you are a Crown employee working overseas and paid out of the public revenue of the United Kingdom or married to or in a civil partnership with such a Crown employee). Your money will continue to earn interest, which will remain tax free while you are living outside the UK. For more information about whether or not you are resident in the UK, please contact HMRC. If you do not tell us that you are moving out of the UK, this could result in you making subscriptions to your Cash ISA when you are not eligible to do so, which is a breach of HMRC rules.

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**Can I use my Cash ISA as security for a loan?**

No.

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**Can I transfer any rights in relation to my Cash ISA to any other person?**

No.

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## Statements

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**When will you provide me with statements?** We will provide you with statements on the anniversary of your Account opening and on each anniversary after that. If you have opted to go paperless on your Account, we'll contact you by email or text to let you know that your statement is ready to view electronically. You can view your Account balance at any time by using our Online Banking or Mobile App services.

Account statements can also be downloaded by logging into Online Banking.

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## Powers of Attorney

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**Can I grant a Power of Attorney over my Account to allow someone else to operate the Account on my behalf?** Yes, but only if you are incapable of completing the application to open your Account and/or operate your Account by yourself, for example, if you have a mental disorder or incapacity or a physical disability or illness. We can also accept a Power of Attorney where you are unable to manage the account because you are a member of the armed forces on active service in a war zone. An Instant Access Cash ISA cannot be operated under a Power of Attorney for any other reason. For example, we can't accept a General Power of Attorney.

**Can I let someone with a Power of Attorney over my Account use my security details to login to Online Banking or the Mobile App for me?** No.  
If you've granted a Power of Attorney over your Account, that person must service your Account by telephone.

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## Protecting your Account

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**What should I do to keep my Account secure?**

**You must:**

- keep your Online Banking, Telephone Banking and Mobile App security details secret.

**You must not:**

- write down or record your security details in a way which could be easily understood or recognised by someone else; or
- let anyone else know or use your security details.

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**What if I think someone else knows my security details?** You must contact us immediately to let us know and to change your security details.

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**For security reasons** In order to protect your Account we can block your access to it over the telephone via the Mobile App or the Online Banking services. We'll only do this if we think it's reasonably necessary because:

- we believe your security details may have been compromised;
- there's suspected fraudulent or unauthorised use of your security details;
- we have been unable to contact you; or
- we believe the account is no longer in use.

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## Are there times when I can't access or make transactions on my Account?

### During the account opening process

You will not be able to withdraw money from your Account until these checks are complete.

If we do not receive the information we request from you within 30 days of writing to you we'll return your money and close your Account. We'll also return any interest earned up until that point to you but will deduct tax from this first. When we close your Account in these circumstances we'll treat this as if your Account was never opened. This means that you could choose to open a new Cash ISA this tax year subject to HMRC restrictions.

### If we have a very good reason we might refuse to carry out a transaction

This would be because:

- you don't have enough money in your Account;
- you would exceed a limit we have set or you would exceed your annual subscription allowance;
- we have reasonable grounds to suspect fraud, misuse of your Account or criminal purposes;
- we have reasonable grounds to suspect the security of your Account has been compromised;
- we're ordered to do so by a court or other enforcement authority including HMRC;
- the transaction seems unusual when compared to other transactions on your Account; or
- we're informed that you have died.

### Will you tell me if you refuse to carry out a transaction?

We'll try to contact you before blocking your access to your Account or restricting your ability to make transactions. This can be in writing, by email, by telephone or text message. If we can't contact you we'll take action and tell you about this immediately afterwards. We'll tell you why we have put a restriction in place unless doing so is illegal or goes against reasonable security measures. You can contact us at any time to request that your Account, or access to it, is no longer suspended or restricted.

## Refunds

### What should I do if I didn't authorise a transaction or it's wrong?

If you didn't authorise a transaction on your Account or if the transaction isn't carried out properly or never arrives, please contact us as soon as possible. We will immediately refund the amount of the item to your Account and pay you any interest we would have paid you on the amount. We will always do this unless we have good reason to believe that you have acted fraudulently, deliberately not complied with the terms and conditions of your Account or acted with gross negligence. (An example of this might be where you have left your Online Banking or Telephone Banking security details in an obvious place where someone else could use them.)

Where this happens, we'll need to investigate the matter further and will do this as quickly as we can. If you don't tell us about your query as soon as possible (and no later than 6 years from the date the transaction took place on your Account) you may not receive a refund depending upon the circumstances.

If you contact us before 3.30pm on a Business Day, we will refund the amount of the item to your Account before 5pm on the same day. If you contact us after 3.30pm, over the weekend or on a day that is not a Business Day we will refund the amount of the item to your Account before 5pm on the next Business Day. We will pay you any interest we would have paid on the amount that is refunded.

If we discover you weren't entitled to a refund, we may reclaim the money from your Account. This will take effect from the original date of the transaction. We'll let you know if this happens.

<b>What if I make a mistake with the transaction details?</b>	Where you've given us incorrect details (for example, you've entered the wrong account number when sending money to another account), we'll take reasonable steps to recover any amounts sent and may charge you a reasonable fee to cover any costs we incur as a result. This may impact your ISA allowance.
<b>What should I do if funds appear in my Account I don't expect?</b>	You should contact us immediately. We will then investigate the source of these funds and seek clarification if they are properly due to you.
<b>Can you withdraw funds from my Account without my consent?</b>	Yes, in situations where we are advised that funds have been incorrectly paid to your Account in error, we may withdraw these funds. We will always try to contact you in advance of withdrawing funds, however if we are unable to contact you before we take action we will notify you immediately afterwards.

A Business Day is any day from Monday to Friday which is not a bank holiday in England and Wales.

## Changing the Terms and Conditions

<b>Can you change the Terms and Conditions?</b>	<p>Yes. We will always act reasonably when we do this. The terms and conditions will be changed for any of the following reasons:</p> <ul style="list-style-type: none"> <li>• where we believe that the change would make the terms easier to understand or fairer to you;</li> <li>• we are making changes to the way we look after your Account as a result of changes in the banking or financial system, technology, or the systems we use to run our banking business, or as a result of changes in law, industry codes, the decision of an Ombudsman or any other regulatory requirement (or where we expect that there will be a change of this type);</li> <li>• to respond proportionately to changes in the costs we reasonably incur in providing your Account (including funding costs);</li> <li>• to respond proportionately to a change in the Bank of England base rate or any other public-listed market rate;</li> <li>• to introduce new services to the account; or</li> <li>• to reflect good banking practice (but we will only make a change for this reason if they are as favourable or more favourable to you).</li> </ul> <p>If the change is to your disadvantage we will tell you using any of the contact details (including email address) you have given us at least 30 days before we make the change. If you are not happy with the change, you may close your Account if you tell us within 60 days of telling you about the change. If the change is not to your disadvantage we will tell you using any of the contact details (including email address) you have given us not more than 30 days after we have made the change.</p>
<b>Can you change the Terms and Conditions for other reasons?</b>	Yes, we can change any part of these terms and conditions for any valid reason not stated in these conditions which we tell you at the time, provided that we give you at least 2 months' notice, during which you are free to close your Account without charge (provided that you pay off any negative balance on your Account during that time).

## Closing your Account

<b>Can I close my Account?</b>	You can close your Account at any time. Please remember that if you withdraw money and close your Account, the money you withdraw will lose its tax free status. To avoid this, you must use the ISA transfer process to transfer the money in your Account to another ISA, either with Tesco Bank or another ISA provider (for more information, please see the 'Transferring your ISA' section).
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## Can you close my Account?

We can close your Account by giving you 2 months' written notice that we will do so. If we do this we'll give you the option of transferring your money to another ISA provider before we return your money to you.

We can close your Account immediately and repay the balance to you, or any person authorised by law, with any interest due (if that is appropriate) where:

- we suspect there has been (or if we know there has been), fraudulent or criminal activity on your Account or any of your other accounts or insurance with us;
- you have seriously or persistently broken any of these Terms and Conditions;
- you fail anti-money laundering or other identity checks; or
- you are abusive to any of our staff.

**We will close the account with immediate effect if HMRC tell us to close your Account (see the section titled 'What happens if I'm no longer eligible to make subscriptions to my Cash ISA?').**

## Section 3

### General Conditions

These are the General Conditions which apply to the Fixed Rate Cash ISA and Instant Access Cash ISA.

#### Legal

- We will not be liable if we break these terms and conditions due (directly or indirectly) to:
  - Abnormal and unforeseen circumstances outside our control the consequences of which would have been unavoidable – this may include the failure of any machine, data processing system or transmission link or delays and failures due to industrial action; or
  - Our obligations under UK or European Community law.
- We will not be liable to you:
  - For any loss of business, loss of goodwill, loss of opportunity or loss of profit in any circumstances; or
  - Any loss to you we could not have reasonably anticipated when you gave us the instruction.
- If your address is in Scotland, Scots law applies to these terms and conditions and disputes between us will be referred to the Scottish courts. If your address is elsewhere, English law will apply and disputes will be referred to the courts of the country you live in (England, Wales or Northern Ireland).
- We will communicate with you in English and you can ask for a copy of this document at any time.
- We are the ISA Manager and ISA Provider in relation to your Account. We may transfer all or some of our rights and duties as ISA Manager and/or ISA Provider under our agreement with you to another company in the future (this is sometimes called an assignment or assignment). We will only do this where we are satisfied that the company is competent to carry out the duties transferred and will treat you to the same standard as we have.
- You must keep your password and all other personal and security details relating to your Account safe and make sure that you don't reveal these to anyone else. If you believe that another person knows any of your security details, please contact us immediately.
- Where an action on your Account is confirmed by use of your security details but you show us that it was not authorised by you, you will not be liable for the transaction if you have kept your security details secret, you have taken reasonable steps to keep your security details safe and you have not acted fraudulently.
- We are required to provide details of all our Cash ISA customers to HMRC. If you are, or become, non-resident in the UK, HMRC may have to share this information with the tax authorities in your country of residence.
- Tesco Bank is a trading name of Tesco Personal Finance plc, registered in Scotland No. SC173199, Registered Office: 2 South Gyle Crescent, Edinburgh EH12 9FQ.
- Tesco Personal Finance plc (trading as Tesco Bank) is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Our registration number is 186022. You can check this on the Financial Services Register by visiting the website [fca.org.uk/firms/systems-reporting/register](http://fca.org.uk/firms/systems-reporting/register) or by contacting the FCA on 0800 111 6768 / 0300 500 0597 or the PRA on 0207 6014878.

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## How to make a complaint

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If you wish to make a complaint you can do so by calling us or by writing to us. If you make a complaint, we'll aim to resolve it as quickly as we can. If you're not happy with our response to your complaint, you may be able to refer your complaint to the Financial Ombudsman Service (FOS).

You can find out more about the FOS by writing to them at The Financial Ombudsman Service, Exchange Tower, London E14 9SR or by telephoning on 0300 123 9 123. Details are also available from their website, [financial-ombudsman.org.uk](http://financial-ombudsman.org.uk)

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If you would like a copy of our complaint handling process, please call us on 0345 678 5678\*. It is also available on our website at [tescobank.com](http://tescobank.com) under the 'Help' section.

If you purchased your Account with us online you may also be eligible to complain using the Online Dispute Resolution (ODR) service. Further information on ODR can be obtained at <http://ec.europa.eu/odr> or on the 'Make a complaint' section of the Tesco Bank website. Please note that using the ODR service will not mean that your complaint is resolved more quickly than if you complain to us directly.

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## Financial Services Compensation Scheme

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We are covered by the Financial Services Compensation Scheme (FSCS). The FSCS can pay compensation to depositors if a bank is unable to meet its financial obligations. In respect of deposits, an eligible depositor is entitled to claim up to the current FSCS limit for deposits.

For joint accounts each account holder is treated as having a claim in respect of their share so, for a joint account held by two eligible depositors, the maximum amount that could be claimed would be twice the current FSCS limit for deposits. The FSCS limit relates to the combined amount in all the eligible depositor's accounts with the bank, including their share of any joint account, and not to each separate account.

For further information about the compensation provided by the FSCS (including the amounts covered and eligibility to claim) please call us or refer to the FSCS website [FSCS.org.uk](http://FSCS.org.uk) or call the FSCS on 020 7741 4100 or 0800 678 1100. Please note only compensation related queries should be directed to the FSCS.

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## Contacting us

### What do I do if I have a query?

You will find useful information about your Account at [tescobank.com](https://www.tescobank.com) or by logging into Online Banking.

### Can I speak to you on the telephone?

- You can speak to us about your Account by calling us on **0345 678 5678\***
- For help with Online Banking or the Mobile App please contact **0345 300 3511\***
- You'll need your Tesco Bank security details to speak to us – these are the details known only to you that you set up when you opened your Account. You'll need to use these so we know it's you that we are speaking to.
- Lines are open Monday - Friday 8am to 10pm and Saturday - Sunday 9am to 5pm and all telephone calls may be recorded for training and security purposes.
- For customers who are hard of hearing or have speech difficulties we can be contacted using our Textphone service on **0345 671 0672\*** or you can request TypeTalk on **180010345 678 5678\***

### How do I write to you?

You can write to us at:

**Tesco Bank Savings Operations**  
**PO Box 27017**  
**Broadway One**  
**Glasgow**  
**G2 9FH**

We do not accept deposits of cheques or cash at this address.  
Please send cheques to:

**Freepost RTGU-ULZJ-XYTK**  
**Tesco Bank**  
**PO Box 4943**  
**Lancing**  
**BN119YL**

\*This number may be included as part of any inclusive call minutes provided by your phone operator.

For your protection, telephone calls will be recorded and may be monitored.

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 **Please recycle me**

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