

Change of Details

Please use this form if you wish to update your details held with Curtis Banks. If you wish to update your address, please use the 'Change of address form' available on our website.

1 Details you wish to change

Please tick which details you wish to update:

National Insurance Number	<input type="checkbox"/>	Title	<input type="checkbox"/>	Employer Details	<input type="checkbox"/>	Other please specify <input style="width: 280px; height: 20px;" type="text"/>
Mobile Number	<input type="checkbox"/>	Date of birth	<input type="checkbox"/>	Retirement Details	<input type="checkbox"/>	
Landline Number	<input type="checkbox"/>	Surname	<input type="checkbox"/>	Work Phone Number	<input type="checkbox"/>	
Email address	<input type="checkbox"/>	Name	<input type="checkbox"/>	Gender	<input type="checkbox"/>	

2 Your previous/current and updated details

Please provide your previous/current and updated details:
 (if appropriate, please also provide the date the changes take effect)

Previous/Current	
New	

If you have selected surname, name or title, we will also require sight of the following:

- Certified copy of marriage certificate/Deed Poll.
- Certified photographic ID with your new signature and name.

If you have selected gender, we will also require sight of the following:

- Signed letter from the client confirming the change of gender.
- Certified copy of letter from NHS or Gender Recognition Certificate (if transition happened more than 2 years ago).
- Certified copy of change of name deed.
- Certified copy of ID with new name and signature on.

Please note: without these documents we will be unable to update your details

3 Declaration

Please update the details as provided above:

Name	
Signed	
Date	<input style="width: 50px; height: 20px;" type="text"/> <input style="width: 50px; height: 20px;" type="text"/> <input style="width: 50px; height: 20px;" type="text"/>

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This document shall be governed by and construed in accordance with the laws of England & Wales. It is based on our current understanding of regulations and can be subject to change as legislation may change over time.

Call charges will vary. We may monitor and record calls.

If you're contacting us by email, please remember not to send any personal, financial or banking information because email is not a secure method of communication.

Curtis Banks Limited (registered number 6758825) is a company registered in England & Wales with their registered address at 3 Temple Quay, Bristol, BS1 6DZ. Curtis Banks Limited is authorised and regulated by the Financial Conduct Authority.

CHANGEDET 1018

