

Changes to address - Personal Customers



1 Your main account details

Please write clearly in the white spaces with capital letters, putting an X in the relevant boxes.

Name of customer(s)

Grid for name entry

Previous house number

Grid for house number

Previous post code

Grid for post code

Branch sort code

Grid for branch sort code

Account number

Grid for account number

Do you hold any joint accounts?

Yes/No checkboxes

If yes please confirm that the other party(ies) are moving with you and that we should change the records of the other party(ies) as well? (If no is selected we will change your address details only)

Yes/No checkboxes

Do you have children who hold accounts, who are moving with you?

Yes/No checkboxes

Note: To change a Business Account Address please complete form 'Changes to customer address-Business, Club or Society Customer'.

For bank use only

Staff member's name (in capitals)

Text box for staff name

Is customer present?

Yes/No checkboxes

Customer's signature confirmed

Yes/No checkboxes

Customer's signing rules confirmed

Yes/No checkboxes

SMDU updated (if applicable)

Yes/No checkboxes

When completed, please stamp below and send to the Mail Processing Centre on the day of receipt.

(Branch stamp with today's date)

Stamp area

2 Your new residential address details

Address details (include house name if applicable)

Text boxes for address and postcode

Country of Residence

Text box for country

Date these changes are effective from

Grid for date

What is your new residential status?

Owner status checkboxes

Other residential status (please specify)

Text box for other status

Work telephone number and area dialling code

Grid for work phone

Home telephone number and area dialling code

Grid for home phone

Mobile telephone number

Grid for mobile phone

E-mail address (if you have one)

Grid for email address

2.1 Your new correspondence details

Would you like routine mail to be sent to a different 'correspondence address' for any or all of your TSB products?

Yes/No checkboxes

If yes please provide address details below.

If no all correspondence will be sent to your residential address.

Address which your statements, cards and cheque books can be sent to:

Text boxes for correspondence address and postcode

Please provide details of which accounts you would like this correspondence (mailing) address to be recorded on or cross this box to apply to all TSB products:

Checkbox

Branch sort code

Grid for branch sort code

Account number

Grid for account number

Please note - certain 'high risk' items such as new PINs or User IDs will still be sent to your residential address for security reasons.

3 Your confirmation

Please present this form at any TSB branch or post to: TSB Bank plc, PO Box 373, Leeds, LS14 9GQ.

If you have accounts, or other products and services with TSB, we will inform them of your new details. If they need any further information they will contact you direct.

I confirm that the information given is correct.

Your signature

Signature box

Date

Please print name

Additional signature(s) if required by your signing instructions held with the bank

Signature box

Date

Please print name

