CONTACT DETAILS UPDATE FORM

Standard Chartered

Note: The information provided on this form will be updated for all of your products with Standard Chartered Bank UAE
- For **Name** change request please visit our branch with your **Original** Passport.
- Standard Chartered Bank reserves the right to perform additional verification(s) prior to processing the instruction. Failure of any of the verification will result in rejection of instruction.
- Please strike off unused portions of this form.

CLIENT INFORMATION

Account No: (Any one account if you have multiple accounts)

- -

Credit Card Number: (Any one Card if you have multiple Cards)

Credit Card Name (As embossed on your card): _____

Account Name/Title: _____
First Middle Last

Please complete **ONLY** the relevant sections of the form in **BLOCK** letters

NAME CHANGE

New Name: Mr./Ms/Mrs. _____
First Middle Last

New Passport Number:

ADDRESS CHANGE

Note: The new address provided for (any of) the selected address fields will be updated and will override the existing information in our records.

☑ Please tick the address field(s) you want to update

☐ Office Address: _____

P.O. Box/ Zip Code: _____ Emirate/City: _____

Country: _____ Landmark: _____

☐ Residence: _____

P.O. Box/ Zip Code: _____ Emirate/City: _____

Country: _____ Landmark: _____

☐ Home Country Address: (For expats only) _____

Street: _____ City: _____

Country: _____ Landmark: _____

☐ Permanent Address: (For expats only, If different from home country address) _____

Street: _____ City: _____

Country: _____ Landmark: _____

Note: To update your mailing address, please select one of the options below. Please note that the option selected will be updated as per the corresponding address provided above.

Preferred Mailing Address: ☐ Office ☐ Residence ☐ Home Country ☐ Permanent

Note: The Bank will send all communication to your mailing address

09/2016

EMAIL ID CHANGE

Note: The new email ID provided for (any of) the selected field(s) will be updated and will override the existing information in our records.

☑ Please tick the Email ID (s) you want to update

☐ New Email ID - Primary: **Note:** If you have signed up for e-statements, you will only receive them on the primary email id.

☐ New Email ID -Secondary : **(Optional)**

CONTACT NUMBER(S) CHANGE

Note: The new contact numbers given for (any of) the selected categorie(s) will be updated and will override the existing information in our records:

☑ **Please tick the contact number field(s) you want to update**

Categories	New Numbers		
	Country Code	Area Code	Phone Number
☑ Office			
☐ Residence			
☐ Primary Mobile			
☐ Secondary Mobile (Optional)			
☐ Home Country			

All communications will be sent to your primary mobile number

☐ Please tick if you are changing all contact numbers

Reason for change: _____

All parties updating their signatures hereby undertake and confirm that all active (Direct Debit Authority) DDAs existing on the above account can continue to be presented. I/We have no objection to allow for such DDAs to remain active, based on the existing mandate held with Standard Chartered Bank. I/We, the undersigned, hereby irrevocably and unconditionally undertake to indemnify Standard Chartered Bank UAE and its representatives, employees, officers, successors, advisors and agents and shall keep Standard Chartered Bank UAE and its representatives, employees, officers, successors, advisors and agents held harmless against any and all demands, civil suits, claims, losses, damages, complaints and/or expenses (inclusive of court and advocacy fees) whatsoever arising as a result of the active DDAs and/or the mandate being amended.

Signatures of Account Holder(s)

_____ _____
Signature of Account Holder(s) as per the Bank's Mandate Date

FOR BANK USE ONLY

Request submitted by: ☐ In person ☐ Mail

ID Type: ☐ Passport ☐ Drivers License ☐ Labor Card ☐ Emirates ID

ID Self Attested: ☐ Yes ☐ No ☐ NA

OSV Done: ☐ Yes ☐ No ☐ NA Detica check (in case of name change): ☐ Yes ☐ No ☐ NA

_____ _____
Bank Staff Name Signature Verifier Name

_____ _____
Bank Staff Signature & Stamp Signature Verified Signature & Stamp