

Customer amendment form

To be completed when changing your name and/or address.

Personal details

Current details

| | |
|---------------------------|--|
| Title | <input type="text"/> |
| First name(s) | <input type="text"/> |
| Middle name(s) | <input type="text"/> |
| Surname | <input type="text"/> |
| Date of birth | <input type="text"/> |
| Address | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Postcode | <input type="text"/> |
| Nationality | <input type="text"/> |
| Occupation | <input type="text"/> |
| Daytime number | <input type="text"/> |
| Evening number | <input type="text"/> |
| Mobile number | <input type="text"/> |
| Email address | <input type="text"/> |
| National Insurance number | <input type="text"/> |

New details

| | |
|---------------------------|--|
| Title | <input type="text"/> |
| First name(s) | <input type="text"/> |
| Middle name(s) | <input type="text"/> |
| Surname | <input type="text"/> |
| Date of birth | <input type="text"/> |
| Address | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Postcode | <input type="text"/> |
| Nationality | <input type="text"/> |
| Occupation | <input type="text"/> |
| Daytime number | <input type="text"/> |
| Evening number | <input type="text"/> |
| Mobile number | <input type="text"/> |
| Email address | <input type="text"/> |
| National Insurance number | <input type="text"/> |

Tick to confirm that you have received a copy of our Privacy Notice

Tax residency status

| | |
|---|--|
| Country of birth | <input type="text"/> |
| Are you a citizen of any country outside the UK? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Are you resident, for tax purposes, in any country outside the UK? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Are you a citizen of the USA? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Please list all countries, other than the UK, of which you are tax resident. Please also provide the relevant Tax Identification Number (TIN) | |
| Country | <input type="text"/> |
| TIN | <input type="text"/> |

| | |
|---|--|
| Country of birth | <input type="text"/> |
| Are you a citizen of any country outside the UK? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Are you resident, for tax purposes, in any country outside the UK? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Are you a citizen of the USA? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Please list all countries, other than the UK, of which you are tax resident. Please also provide the relevant Tax Identification Number (TIN) | |
| Country | <input type="text"/> |
| TIN | <input type="text"/> |

Your accounts – please list all account numbers that you are linked to

| | | | |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Marketing of products and services

We would occasionally like to keep you informed with details of the products, services and other promotions that we think may be of interest to you and to introduce you to or pass your details to other organisations for them to use in the same way. Please tick any of the boxes below to tell us how you would like to be contacted. By ticking these boxes, you are agreeing to receive communications from us.

Post Telephone Email Mobile phone SMS

You can change your contact preferences or stop marketing communication at any time by getting in touch by visiting our website - www.thetipton.co.uk, calling us on 0121 557 2551, emailing us at info@thetipton.co.uk or writing to 70 Owen Street, Tipton, West Midlands, DY4 8HG.

Your declaration

In signing this amendment form, you confirm the following declaration:

- I agree to the Society using my information in the manner specified in the Privacy Notice, a copy of which I have received.

For changes by marriage, divorce, civil partnership or deed poll, please fill out both signature boxes below.

| | | | | | |
|-------------------|----------------------|--|----------------------|-------|----------------------|
| Current signature | <input type="text"/> | New signature (Change of name only) | <input type="text"/> | Dated | <input type="text"/> |
|-------------------|----------------------|--|----------------------|-------|----------------------|

I hold a Power of Attorney/Court of Protection and sign on behalf of the Account holder.

| | | | | | | | | | | |
|------------------------|--|-----------------|--|------------------------|--|-----|--|---------|--|--|
| Date of amendment | | Customer number | | ACHM | | CUM | | Initial | | |
| Identity (PIDE List 1) | | | | Identity (PIDE List 2) | | | | Checked | | |

Proving your identity

We must comply with money laundering regulations and to protect our customers from fraud, we must confirm the identity and address of every applicant. We are able to access credit reference agency databases which, in most cases will allow us to amend your account without any paper-based identification. This will show as a search of the database only and **not a credit score, so will not affect your credit rating**. If we do need further proof of identification, we will let you know. These requirements will depend on how and where you are amending your personal data.

Amendments made in person at one of our branches: one item from each of the two lists below

Amendments made by post: two items from each of the lists below

We can accept photocopies of passports and driving licenses if they are certified by a professional and you must provide their contact details. Any documents that are certified must be dated and signed 'original seen' and photographic evidence should be certified as providing a good likeness.

We will not carry out credit reference agency searches against customers under 18.

Items used as proof of identity cannot be used as proof of address.

Evidence of identity when changing your name

- Marriage - Marriage certificate
- Divorce - Deed poll
- Civil Partnership - Deed poll
- Change of name - Deed poll

Evidence of identity when changing your address

- A current photocard driving licence (full or provisional)
- A firearms certificate or shotgun licence
- Valid old style UK driving licence
- Recent evidence of entitlement to a state or local authority funded benefit (including housing benefit and council tax benefit), tax credit, pension, educational or other grant
- Instrument of a court appointment (such as liquidator, or grant of probate)
- Current council tax demand letter, or statement (no older than 12 months)
- Current bank or building society statement or passbook issued by a regulated financial sector firm in the UK, EU or comparable jurisdiction (but NOT ones printed from the internet and must be no older than 3 months)
- Utility bill (recording the company that issued the bill and date of issue) (but NOT ones printed from the internet and must be no older than 3 months)
- Inland Revenue PAYE coding notice (P2) – current year or Inland Revenue Statement of Account – current tax year
- Solicitors completion letter/statement
- Council tenancy agreement
- Private tenancy agreement

Alternative evidence of address for under 20s:

- Adoption Certificate
- A NHS medical card
- Child benefit documentation
- Child Tax Credit documentation
- Written confirmation from HMRC containing National Insurance Number (for those aged 16 and over)