

Change of Address and/or Contact Numbers

To
The Branch Manager,
Barclays Bank Plc.
_____ Branch.

Dear Sir/Madam,

I/We are maintaining the following account(s) with your branch:

Account No.	Name of Account Holder	Type of account

I/we would request you to change the address/contact number given in the account(s) as mentioned here-below :

Type of Applicant Primary <input type="checkbox"/> Customer ID _____	Type of Applicant Joint <input type="checkbox"/> Customer ID _____
Mailing / Correspondence <input type="checkbox"/> Permanent <input type="checkbox"/> Both <input type="checkbox"/>	Mailing / Correspondence <input type="checkbox"/> Permanent <input type="checkbox"/> Both <input type="checkbox"/>
New Address : _____ _____	New Address : _____ _____

New Mobile Number : _____
(Please note previous Mobile Number will be deleted and all banking alerts will be sent to the new Mobile Number)

New Contact Numbers (R) : _____

New Contact Numbers (O) : _____

New Mobile Number : _____
(Please note previous Mobile Number will be deleted and all banking alerts will be sent to the new Mobile Number)

New Contact Numbers (R) : _____

New Contact Numbers (O) : _____

New E-mail ID : _____
(Please note previous E-mail Id will be deleted and all banking alerts will be sent to the new E-mail Id)

New E-mail ID : _____
(Please note previous E-mail Id will be deleted and all banking alerts will be sent to the new E-mail Id)

Please use the new email id for all Banking Communication Yes / No

Please use the new email id for all Banking Communication Yes / No

I/we are enclosing the following documents as a proof of new address for your records

<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____

Thanking you

Signature of the Applicant

Date : _____
Place : _____

For Banks Use

Received By : _____	Authorised By : _____
Receipt Date : _____	
Address change on the system	
Entered by : _____	Authorised By : _____ Date : _____

Customer Acknowledgment

Received request for change of address and/or contact numbers for a/c no. _____ on _____

Bank Stamp
Sign of the Branch Official