

Change of Customer Details Form

This form will be scanned electronically; please help us to deal with your request correctly by writing inside the boxes in BLOCK CAPITALS and using black ink.

- If other members of your household also hold an account with Harpenden Building Society and require their details updating, they will also be required to complete a form.
- Please note, if an account is held in joint names, or on behalf of someone else, we will only change your residential address and the correspondence address of the account, if indicated below. The other account holder will be required to complete a separate form in order to amend their own residential address and contact details.

1. Your details							
Title	Mr Mrs Miss Ms Other						
Forename(s)							
Surname							
Date of Birth							
Have you registered for our Online Services? Yes No							
Account(s) affected by the change, including accounts for which you hold Power of Attorney, Court of Protection, or for which you are correspondent							
If you have more accounts to list, please mark this box with an X, and list them on the reverse of this form.							
2. Change of address							
Previous address and/or contact details (complete where relevant)							
Property Number / Name	Home number						
Street							
Town							
County	Postcode						
Email address							
Landline number							
Mobile number							
Your new details							
Effective date of new address							
Property Number / Name	Home number						
Street							
Town							
County	Postcode						
Email address							
Landline number							
Mobile number							

3. Change of name

PLEASE NOTE, we will require sight of the documentation evidencing your new name, such as a Marriage Certificate, Deed Poll, Statutory Declaration, Civil Partnership certificate, Gender recognition certificate or Decree nisi.

Your new details						
Title	Mr	Mrs	Miss	Ms	Other	
Forename(s)						
Surname						
Email address						
Home number					Mobile number	
4. Change o	f Signat	ure				
Identification required: Please see our list of acceptable identification either on our website in our savings section, or ask a member of staff for an ID requirements booklet.						
Reason for chang	e of signati	ure:				
Name					Name	
Old signature					New signature	
5. Change of interest instructions						
Please arrange for the interest on my/our* above mentioned account to be:						
Added to my/our account Transferred electronically to my/our* account as below:						
*Delete where applic	able					
Bank name						
Sort code					Account number	
Account name						
Bank address						
6. Your confirmation						
Once this form has been completed, please take it into your local branch, or return it to: Harpenden Building Society, Member Services Team, FREEPOST SB165, Mardall House, 9-11 Vaughan Road, Hertfordshire, AL5 4HU. If you hold any other product with the Society, we will inform the relevant team of your new details. If they require anything further they will contact you directly.						
Please sign						
Please print nam	е					
Date						

Office use only

Date received

Signatures verified

Documentation checked

CIN

Date changed

Staff initial

Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and Prudential Regulation Authority. Firm reference number: 157260