

My name and address:

Date: _____

Send to:

Dear Sir/Madam,

Change of card account details

customer reference/policy number: _____

I/We have changed the card account from which my/our regular payment is deducted.

With immediate effect, please amend your records to make sure all future payments are deducted from my/our new card account.

My/Our current card account details

Financial institution: _____

Account name: _____

Card number: _____

Expiry date: _____

My/Our new card account details

Financial institution: _____

Account name: _____

Card number: _____

Expiry date: _____

I/We confirm that I/we am/are authorised to operate the account represented by the card number and expiry date shown immediately above (My/Our new card account details).

If you have any questions, please contact me on _____

Thank you for your assistance

Yours sincerely,