

Mortgage account number(s)

Savings/current account number(s)

Please return to: Oakfield House, PO Box 600, Coventry CV3 9YR.

Name currently held on records

Title	<input type="text"/>		
Forename	<input type="text"/>		Second forename <input type="text"/>
Surname <input type="text"/>			
Date of birth	<input type="text"/> dd	/ <input type="text"/> mm	/ <input type="text"/> yyyy
			Customer sequence number (for office use only) <input type="text"/>

New name to be held on records

Title	<input type="text"/>		
Forename	<input type="text"/>		Second forename <input type="text"/>
Surname <input type="text"/>			

Documentation — see overleaf for more information

AMENDMENTS ONLY — Please tick one box and provide relevant documentation:

Marriage certificate/Civil Partnership document	<input type="checkbox"/>	Document serial number <input type="text"/>
Deed Poll document **	<input type="checkbox"/>	Document serial number <input type="text"/>
Decree Absolute/Civil Partnership Dissolution document*	<input type="checkbox"/>	Document serial number <input type="text"/>
Adoption certificate	<input type="checkbox"/>	Document serial number <input type="text"/>
Statutory Declaration of change of name **	<input type="checkbox"/>	Document serial number <input type="text"/>

* If reverting to your previous name, please also provide either your marriage certificate or birth/adoption certificate.

** The Society only accepts documents which have been drawn up by a solicitor or the UK Deed Poll Service.

Authorisation (where the change of name is for a minor please see note below^)

I authorise and instruct for my records to be altered as shown above and where appropriate issue me with a new cash card.

Previous signature	<input type="text"/>	New signature	<input type="text"/>
Print name	<input type="text"/>		
Relationship to minor	<input type="text"/>		
Date	<input type="text"/> dd	/ <input type="text"/> mm	/ <input type="text"/> yyyy

I agree to abide by the terms and conditions of the above numbered existing account(s).

I confirm I have notified my property insurer of my change of name.

^ The authorisation section should be signed by the minor named on the form unless he/she is under the age of 7 or is not capable of operating the account. In this case the adult opening should provide their signature and relationship to the child (for example parent, guardian, godparent etc).

Is this change of name in respect of a Junior ISA?

Yes No



Certification of documents

If you would prefer not to send your original documents through the post, certified copies copy are acceptable.

Copies of your original documents should have been certified **within the last 12 months** using the following words - '**I confirm that I have seen the original document**'. The certifier must sign their name and include the following details - full name, profession, professional body, business address (where applicable), phone number and date.

The person certifying should be in **current employment**, but we will also accept certification from a person who has retired (unless the list below specifically indicates that the person should still be serving), provided they still hold the qualification and are a member of the relevant institute. The person certifying **must not be related to you** in any way (e.g. spouse, partner, sibling, parent, child or in-law), and they must not be named as a joint account holder/borrower on your mortgage. You cannot certify your own identification.

Copies of original documents can only be certified by one of the following:

Legal professional (solicitor registered in England and Wales, Northern Ireland or Scotland, barrister registered in England and Wales, Northern Ireland or Scotland or Notary Public registered in any country)

Qualified accountant (registered with either ICAEW, ICAS, CAI, ACCA, CIPFA or CIMA)

Public sector official (serving officer of the Armed Services, serving police officer, teacher in current employment)

Medical professional (doctor registered with the General Medical Council, dentist registered with the relevant national professional body)

Post Office official (person authorised under the Post Office Document Certification Service)

Embassy official (an embassy, consulate or high commission officer in the country of issue of the relevant document)

Other (local government councillor, Member of Parliament, bank manager, building society manager or minister of religion).

Branch/office use - corrections only

Passbook or application correct

Identification provided

ID seen

Document serial number

Branch/office use

Branch no.

Cashier no.

Passbook issued

Date dd / mm / yyyy