

# Static Data Change Request Form

Instruction delivery mode  Customer Came In Person  Delivered by Third Party / Bearer  
In case of Bearer, Affix necessary stamp

Date: \_\_\_\_\_

The Manager,  
 Standard Chartered Bank (Pakistan) Ltd.  
 Branch Name: \_\_\_\_\_

Dear Sir/Madam,

Sub: Request for change of Account/Credit Card details.

<b>Account/Card Title</b>	
<b>Account/Card Number</b>	

Reference to my/our above mentioned details, I/We hereby request you to Change / Update the information type selected (v) as per details mentioned in the "New signature/Details to be updated" section below.

<input type="checkbox"/>	Residence address	<input type="checkbox"/>	Residence Telephone # (Landline)
<input type="checkbox"/>	Office Address	<input type="checkbox"/>	Office Telephone # (Landline)
<input type="checkbox"/>	Change of Signature <sup>1</sup>	<input type="checkbox"/>	Mobile Number
<input type="checkbox"/>	E-mail Address	<input type="checkbox"/>	Fax Number
<input type="checkbox"/>	Change of Name / Title of Account <sup>2</sup>	<input type="checkbox"/>	Addition / Deletion of Mandate <sup>1</sup>
<input type="checkbox"/>	Mailing Address		
	<b>All Accounts with the bank (single/joint)</b>		
	<b>Specific Accounts/Cards* :</b> _____ <small>(Account/Card Statements)</small> _____		
	<small>*Address for specific account can only be changed for Accounts Statements. All other communication will be sent to the Mailing Address.</small>		

<sup>1</sup> For Change of Signatures and/or Addition of Mandate, Specimen Signature Card &/or Mandate Form must also be provided to the bank with this request <sup>2</sup> For Change of Name / Title of Account necessary documents confirming the change should be submitted with this application.

In case if address is changed to any foreign address, account will be marked Non Resident Account (NRA) and Debit Card will be de-activated.

Existing Signature as per bank record (only required for signature change)	New signature/Details to be updated	
	Primary Applicant Signature	Joint Applicant Signature

If instructions are delivered to the bank by a Third Party / Bearer on my / our behalf, the Bank will reconfirm the instructions from me/us via telephone (as per contact details in bank records) before executing / processing the same. If the Bank is unable to contact or the details are not reconfirmed by me/us the Bank will not execute / process these instructions.

By signing below, I / We authorize the bank to execute these instructions.

Primary Applicant Signature	Joint Applicant Signature	BOM / BM signature & stamp (Applicant Signature Verified)

**Branch acknowledgement for receipt of instructions**

Instruction Serial #: \_\_\_\_\_

Date & Time of receiving instructions: \_\_\_\_\_

Branch Name & Code: \_\_\_\_\_

Received by: \_\_\_\_\_

Branch Stamp: \_\_\_\_\_