

## CHANGE OF ADDRESS & CONTACT DETAILS

- To enable us to update your contact details in our records, please complete this form in BLOCK LETTERS, and send it to Citibank Singapore Limited, Robinson Road P.O. Box 187, Singapore 900337.
- Please call our 24-Hour Corporate CitiPhone Banking at (65) 6238 8833 if you have any queries.
- Note: This form pertains *only* to CitiBusiness accounts.

Customer Name \_\_\_\_\_

Account Number\*

*\* Please note that all CitiBusiness accounts will be updated.*

### Update of Particulars

Attention To: \_\_\_\_\_

Mailing Address Line 1 \_\_\_\_\_

Mailing Address Line 2 \_\_\_\_\_

Mailing Address Line 3 \_\_\_\_\_

Postal Code \_\_\_\_\_

Name of Main Contact Mr / Mrs / Ms / Dr \_\_\_\_\_

Designation \_\_\_\_\_

Email Address 1 \_\_\_\_\_

Email Address 2 \_\_\_\_\_

Contact Number (Office) \_\_\_\_\_

Contact Number (Mobile) \_\_\_\_\_

Fax Number \_\_\_\_\_

### Authorisation of Change<sup>^</sup>

*<sup>^</sup> Please note that in order for the change to be authorised, the signature of the highest mandate based on the Bank's record for instruction is required.*

By signing below,

I/We hereby confirm that the information given above is updated and correct, and I/we give my/our instruction to Citibank Singapore Limited to update this information under my/our CitiBusiness account.

_____ Name of Authorised Signatory	_____ NRIC/Passport Number	_____ Authorised Signature/Date <small>(Per Citibank's Record)</small>
_____ Name of Authorised Signatory <small>(If Applicable)</small>	_____ NRIC/Passport Number	_____ Authorised Signature/Date <small>(Per Citibank's Record)</small>
_____ Name of Authorised Signatory <small>(If Applicable)</small>	_____ NRIC/Passport Number	_____ Authorised Signature/Date <small>(Per Citibank's Record)</small>
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