

## Notification of name change

Please print, complete, sign and date this form and send it to us at the above address. Don't forget to include your original or certified document(s), as detailed at the bottom of this form.

Policyholder's new details	Policyholder 1	Policyholder 2
<b>Gender</b>		
<b>Forename</b>		
<b>Surname</b>		
<b>Policy/scheme number</b>		
<b>House name or number</b>		
<b>Address line 1</b>		
<b>Address line 2</b>		
<b>Town</b>		
<b>County</b>		
<b>Postcode</b>		
<b>Country</b>		
<b>Contact telephone number</b>		
<b>Email address</b>		
<b>Policyholder's former signature</b>		
<b>Policyholder's new signature</b>		
<b>Dated</b>		

Please provide the following original documents, which we will return to you by recorded delivery.

- If you have married or entered into a civil partnership, please send us your marriage or civil partnership certificate.
- If you have divorced and now use your former name, please send us your Decree Absolute and your Birth Certificate.
- If you have changed your name for any other reason please send us your Deed Poll or Statutory Declaration.

**Original or certified copies are required. We regret that photocopies are not acceptable.**

There may be occasions when we have to call you regarding the information you have provided above.  
If you would prefer us to write to you, please tick this box.

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## **We're committed to protecting and respecting the privacy of our customers**

At Phoenix we're committed to maintaining the trust and confidence of our customers. Our Privacy Policy explains how we use our customers' personal information and you can find a copy on our website [www.thephoenixgroup.com/site-services/privacy.aspx](http://www.thephoenixgroup.com/site-services/privacy.aspx) or by calling our Customer Service Team.

Our Privacy Policy explains when and why we collect personal information about our customers, how we use it, the conditions under which we may share it with others and how we keep it secure. It also explains how long we keep customer information, how customers can obtain a copy of their information and the choices available to them in regards to how we use it.

If you have any questions regarding our Privacy Policy or the way we use customer information please contact us.

Phoenix Life Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Phoenix Life Limited is registered in England No. 1016269 and have their registered office at:  
1 Wythall Green Way, Wythall, Birmingham, B47 6WG.

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