

## **CHANGE OF DETAILS FORM**

**PLEASE COMPLETE IN BLOCK CAPITALS AND BLACK INK**

### **Personal Details**

Superannuation/GTC number										
Surname										
Forename										
Date of Birth										
National Insurance Number	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>									
Current Employer										

### **Change of Name or Address**

PRESENT ADDRESS/NAME		NEW ADDRESS/NAME	
Post Code		Post Code	
		Date change effective from	

### **Change of Bank Details**

	OLD DETAILS								NEW DETAILS								
Bank Name																	
Account No.																	
Sort Code			-			-					-			-			
Roll No.																	
Signature									Date								

**Please note that it would be advisable to leave your existing bank account open until successful redirection of your monthly pension payment. This will ensure that you receive all payments without delay.**

**Please note, for audit purposes, any change in bank details can only be accepted in writing, not verbally. Please return this form to: SPPA, 7 Tweedside Park, Tweedbank, Galashiels, TD1 3TE.**

Please send a copy of any relevant certificates e.g. Marriage.