

**Change Request Form**

Policy No:  Date:

Policy Holder Name: Mr  Miss  Mrs   F I R S T  M I D D L E  L A S T

Mobile No:  Resident No:  Office No:

Email Id:

Contact details mentioned above will be updated in our records for further communication

**Change In Communication Address :**

Address :

City / Village  State  Pincode

Please note: Supporting address proof such as Passport copy, Electricity Bill, Ration Card, Driving Licence, Bank Statement needs to be submitted along with the request. (Any one)

**Change in Date of Birth:**

Policy Holder  Life Assured  Nominee  Appointee Date of Birth :

Please note: Supporting Age proof such as Passport Copy, Birth Certificate, Driving Licence, School Certificate need to be submitted along with the request. (Any one)

**Change/Correction in Name:**

Policy Holder  Life Assured  Nominee  Appointee

Mr/Mrs/Miss First Name Middle Name Last Name

Please note: Supporting Age proof such as Marriage Certificate, Gazette Copy in case of change in name and PAN Card, Passport Copy, Driving Licence, etc for minor correction. (Any one)

**Change in Premium Frequency:**

From :  Yearly  Half yearly  Monthly To :  Yearly  Half yearly  Monthly

Please note: Change in premium frequency mode is allowed at the time of policy / billing anniversary and the same shall be effective from next premium due date. For changing to monthly mode, ECS/DD Mandate and 3 months advance payment is mandatory.

**Declaration by Policyholder**

Signature/Thumb Impression of Policyholder Place Date

**Vernacular Declaration (to be filled if the policyholder is illiterate/signed in a Vernacular language):**

I, hereby that I have explained the contents of this form to the policyholder in  language, that the policyholder has signed/affixed thumb impression in my presence, after fully understanding the contents thereof.

Name & Signature of Branch Official with stamp Name and Signature of Witness Place

**For Official Purpose:**

Name & Signature of Branch Official with stamp Place Request Date Request time