



Bank of St. Helena Ltd.

www.sainthelenabank.com

Customer Details

Customers are required to complete this form when requiring changes to their details held by the Bank. Where this change is to be implemented across all accounts held by the customer, please ensure that account numbers and names for these accounts are completed in section 2 below.

1 Client Information

Account Name	
Primary Account Number	
Date of Birth	

2 Accounts Held

By completing this section, the Bank will implement the change across all accounts listed.

Account Name	Account Number	Account Type*	Local Debit Card (✓)	Online Banking (✓)

*Individual/Joint/Business/Organisation/Charity

3 Change(s) Required

3.1 Account Name

a. Current Name on Account	
b. Required Name Change	
c. Supporting documentation provided as proof of name change (tick the type of documentation provided)	
i. Government Gazette publishing name change	
ii. Proof of Identity (passport)/Marriage Certification	
iii. Tax registration certificate update (required for business account name change)	
iv. A letter of confirmation of name change	
d. Do you have any cheque books held in your name?	

3.2 Change of Address	
a. Current Address on account	
b. Required Address change	
c. Supporting Documentation may be required as proof of the new Address <i>(tick the type of documentation provided)</i>	
i. Utility Bill	
ii. Tax Bill	
iii. Other <i>(Please Specify)</i> :	

3.3 Change of Contact Details		
a. Current details on account	Telephone:	
	Fax:	
	Email:	
b. Required change of details	Telephone:	
	Fax:	
	Email:	

Authorised Signature(s):	Signature 1	
	Signature 2 (if required)	
Date:		