

To tell us that up to two policyholders have moved to the same address please complete sections 1-5

To tell us that one policyholder has changed their name please complete the whole form except section 5

1 Name

Policyholder 1 Write your full name, including any middle names, in this box in CAPITAL LETTERS

Policyholder 2 Write your full name, including any middle names, in this box in CAPITAL LETTERS

If you have changed your name, write your present name and complete section 6 'Change of name' on the next page.

2 Date of birth

Policyholder 1 Write your date of birth in these boxes

D M Y

Policyholder 2 Write your date of birth in these boxes

D M Y

3 Policy number

Policyholder 1 Write your policy number in this box. If you have more than one policy, you don't need to write them all.

Which company did you start this policy with?

Royal London Refuge United Friendly

How do you pay for this policy? Please tick one box only.

By barcode at a Post Office or PayPoint outlet

By direct debit or standing order

By sending you cheques or postal orders

I no longer pay premiums

Policyholder 2 Write your policy number in this box. If you have more than one policy, you don't need to write them all.

Which company did you start this policy with?

Royal London Refuge United Friendly

How do you pay for this policy? Please tick one box only.

By barcode at a Post Office or PayPoint outlet

By direct debit or standing order

By sending you cheques or postal orders

I no longer pay premiums

4 Current address

Please use CAPITAL LETTERS

Postcode

Daytime telephone number in case we have any questions

Is this telephone number: Home Work Mobile

5 Old address

If we don't already have your current address, write your old address here in CAPITAL LETTERS.

This should be the last address that we've written to you at (it might not be your most recent address if you've moved more than once without telling us).

Postcode

Policyholder 1

You must sign in this box before we can change your address

Policyholder 2

You must sign in this box before we can change your address

We will only change the address for the policyholders named in section 1 above. Any other Royal London policyholders that have moved to this address should contact us separately.

6 Change of name

Please complete this section only if any policyholder has changed their name

Write your former name in full in this box in CAPITAL LETTERS

We need proof that you have changed your name. Please tick **one box only** and enclose the document(s) we ask for with this form. We can only accept **original documents** (not photocopies) and we will return them as soon as we can.

- Marriage** – Your marriage certificate.
- Civil partnership** – Your certificate of civil partnership.
- Divorce** – Your decree absolute and birth certificate.
- Deed poll** – Your deed poll, signed and stamped by a solicitor. Please call us if you bought your deed poll from an online service.
- Driving licence** – Your driving licence in your present name and birth certificate.
- Passport** – Your passport in your present name and passport in your former name.
- New birth certificate following re-registration** – Your new birth certificate.
- Adoption** – Your adoption certificate.

Tick your present title (or write it in the 'Other' box) even if it has not changed

Mr Mrs Miss Ms Other

Write your present name in these boxes in CAPITAL LETTERS

First and middle names

Surname

You must sign your present name in this box before we can change your name



7 Help

If you need help with this form, please call us on 08450 502020 between 8am and 6pm Monday to Friday, except bank holidays.

8 Sending us this form

Please send this form to:

Royal London Plus
Royal London House
Alderley Road
Wilmslow
SK9 1PF

If you would like a copy of this form in large print,
please call us on 08450 502020

**ROYAL
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PLUS**

Royal London Plus

Royal London House, Alderley Road, Wilmslow, Cheshire, SK9 1PF, United Kingdom

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