

APPLICATION FOR CHANGE OF ADDRESS

Date : .....

The Branch Manager,  
**The Co-operative Bank of Rajkot Ltd.**

..... Branch

.....

**Dear Sir/Madam,**

**Sub. : Change of address in customer ID .....**

Branch ..... Department ..... A/c No. ....

Name of the A/c Holder .....

I request you effect the changes of address and contact details (numbers and email id) maintained in your Bank records. Please maintain following as my correspondence address for all documents / correspondence pertaining to above Accounts.

Mailing Address	Present Address as perBank records	New Address
* Flat No., Name of Building		
* Street		
Landmark		
* City/State		
* Pin Code		
* STD Code		
* Telephone Number		
* Mobile Number		
Fax Number		
Email Address		

**Important Notes :**

\* Mandatory information to be filled in

- Please mention the account number with department.
- **Please Note :**
- That the address change would not be carried out incase of incomplete address and if the signature does not match with bank records.
- PO Box / APO / Care Of / address would not be updated as mailing address.
- Please not that the new address would be considered as your mailing address for above account only.
- Do not leave the column's blank.
- Pincode is mandate for address updation.
- Please provide address proff alongwith this application, without address proff address change request would not be considred.

For change of adres request, Please fill in the details and send it to your branch.

**Signature ofth A/C Holder(s)**

(1) .....

Date : .....

(2) .....

(3) .....