

HSBC Life (Singapore) Pte. Ltd. (Reg. No. 199903512M)
 www.hsbclife.com.sg
 Customer Care Hotline: +65 6880 4888 Email: e-surance@hsbc.com.sg
 Mailing Address: Privy Box No. 920563 Singapore 929292

Personal Particulars Update Form

Full Name as shown in NRIC/Passport including alias *			
Policy Number *		NRIC / Passport No *	

*** Mandatory field to complete**

Please complete and mail the signed form with the required documents to us.

Please allow up to 5 business days from the date of receipt of the form and supporting documents, if any, for the changes to be effected.

Consent to use of personal data

I understand that HSBC's Data Privacy Policy (which may be found at <https://www.insurance.hsbc.com.sg/privacy-and-security/>) forms a part of the terms and conditions governing my relationship with HSBC. I consent to the collection, use and disclosure of my personal data for the purposes set out in the Data Privacy Policy.

UPDATE OF PERSONAL PARTICULARS (RA1) (Please tick and complete where applicable)

☐ **Change of Address**

Note:

1. For residential and permanent address, PO Box and C/O address is not allowed.
 If you reside in a country/region where complete legal addresses do not exist, please provide a description of the location of your property (which should include exact street/ building name, apartment/ villa number, city, country/region and the closest landmark, etc).
2. For change of residential address, please submit proof of address change.
 - A copy of NRIC / Passport (with minimum 6 months' validity) which shows the address or
 - A copy of utility bills, statement / letters issued by bank / financial institution or letter from a Government department or agency issued within the last 3 months
 - For entity, a copy of ACRA / Certificate of Incumbency issued within 1 year.

New Residential Address

Postal Code		Country/Region	
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At this Residential Address since (DDMMYYYY)

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New Permanent Address (For foreigners, please indicate your overseas permanent address as the permanent address)

(If different from residential address)

Postal Code		Country/Region	
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Mailing Address*(If different from residential address)*

Postal Code

Country/Region

Please update Mailing Address for:☐ **ALL** my policies with HSBC Life (Singapore) Pte. Ltd.☐ Only the above policies**AND** (where you are also a customer of HSBC Bank (Singapore) Limited)☐ **ALL** my accounts, products & services with HSBC Bank (Singapore) Limited
(For Joint-AND account(s), signatures of ALL account holders are required)☐ My Credit Card account only☐ **Change of Name****Note:** Please submit a copy of Deed Poll and NRIC / Passport as proof of change

Salutation

☐ Mr ☐ Mrs ☐ Madam ☐ Ms ☐ Others _____

Full Name (as in NRIC / Passport including alias)

Last Name / Surname

First / Given Name (including alias)

☐ **Change of NRIC / Passport number / Nationality****Note:** Please submit a copy of NRIC / Passport as proof of change

Please also submit a copy of your old NRIC / passport if your current identification document type is different from that on our records.

Identification Type New

☐ NRIC ☐ Passport ☐ Malaysian IC

NRIC / Passport No

Passport Expiry Date
(DDMMYYY)

Country/Region of Birth

Multiple Nationalities

☐ Yes ☐ No

Nationality 1

Nationality 2

Nationality

☐ **Change of Contact Details**

Mobile No

Country/Region

Dialing Code Area Code & Telephone

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Home No

Country/Region

Dialing Code Area Code & Telephone

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Office No

Country/Region

Dialing Code Area Code & Telephone

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E-mail
Address

Electronic (e)-Statement Service ☐ Opt out (No, I prefer to receive hardcopy)

Please Note:

- 1) Unless you opt-out, you will automatically be enrolled into the e-statement service if you have an email address registered with us.
- 2) Should you prefer to receive paper statement to your mailing address, please select "Opt Out" box above.
- 3) We will notify you of any changes you made to your preference of receiving statement from us.

☐ **Change of Employment Details**

Employment Status ☐ Self-Employed (Sole Proprietor / Freelance) ☐ Self-Employed (Business Owner) ☐ Key Controller (such as CEO, CFO, COO, MD)
☐ Employed Staff ☐ Homemaker ☐ Retired ☐ Unemployed ☐ Student (Course End Date: _____)

Employer / Business Name

Nature of Business /
Industry Type

- ☐ Money service business
☐ Involvement in production/distribution of military products
☐ Casino/other types of gaming/gambling operations
☐ Charities, Non-Profit Organisations, Non-Governmental Organisations
☐ Government and state-owned bodies
☐ Others, _____

Occupation

Job Title

Annual Income

☐ SGD ☐ USD

a) Earned Income (Total including Salary and Bonus): \$ _____

b) Other Income* (Total of Investment Income + Dividends + Rental Income + Other Income) : \$ _____

*Compulsory for key controller and business owner:

Length of service

years months

Work Address

Postal Code

 Country/Region

Declaration and Authorisation

Compliance with US laws and regulations and other laws having extra-territorial effect:

- The Policyowner and Assignee are not physically present in the US when executing the policy servicing request(s);
- The Policyowner and Assignee are aware of and understand the policy servicing restrictions* applicable to any and all persons residing temporarily or permanently in the US; and
- The Policyowner and Assignee will inform HSBC Life (Singapore) Pte. Ltd. should I/we decide to reside in the US either temporarily or permanently.

*List of policy servicing restrictions is set out in our website <https://www.insurance.hsbc.com.sg/help/useful-information/>

I confirm that the information provided in this form is correct and complete. By providing my signature, I authorise HSBC Life (Singapore) Pte. Ltd. to update my particulars according to this form and disclose my information to HSBC Bank (Singapore) Limited to update their records accordingly if I am a customer of HSBC Bank (Singapore) Limited.

Signature of Policyowner / Trustee

Date (DDMMYYYY)