## HSBC (X)

HSBC Bank (Singapore) Limited

Company Registration No. 201420624K

## **Personal Particulars Update Form**

You can also update your personal details through Personal Internet Banking: Select Services and Update Personal Information

or

Complete and submit this form with the required documents & Mail it to us with the Business Reply Envelope provided

Please complete the form in BLOCK letters, tick where applicable and <b>sign on both pages</b> .
My Personal Details (mandatory section)
Full name (as in NRIC/Passport)       Dr       Mr       Mrs       Mdm       Ms       Others, please specify
Last Name/Surname
First/Given Name
Existing NRIC/Passport No.
1. I would like to update (mandatory section) *All accounts will be updated if no tick is indicated a any of the boxes.
ALL my accounts, products & services with HSBC Bank (Singapore) Limited and to supersede any previously provided details. (For Joint-And account(s), Signatures of ALL account holders are required)
my Credit Card account only (Refer to point 'f' of "Important Notes" in page 2.)         For Supplementary Credit Card holder, please provide your card number
my HSBC Insurance policy(ies)
2. My new personal particulars
New/Other Name
(Documentary proof is required. Refer to point 'b' of "Important Notes" in page 2.) New Identification Type  NRIC  Passport  Malaysian IC
New NRIC/Passport No.
(For updating of new passport no. please also provide your FIN card details where applicable. Refer to point 'c' of "Important Notes" in page 2.)
Nationality(ies) 1 2 2
3. My new contact details
(Refer to point "d" of "@portant Potes" in page 2.) Mobile No. +
Country code     Area code & Telephone numbers       Home No.     -
Country code Area code & Telephone numbers
Office No. Country code Area code & Telephone numbers
E-mail Address
(complete in capital letters) 4. My new address details
New Residential Address (Residential Address refers to your current place of residence. PO Box and C/O addresses are not allowed – Refer to point "e" of "Important Notes" in page 2.)
Country     Postal Code
At this address since D D M M Y Y Y Y
Permanent Address (if differs from above)
Country         Postal Code
New Mailing Address (Please select one): New Residential Address Permanent Address Work
If your mailing address differs from Permanent/Residential/Work address, please specify below:
Country         Postal Code
Customer's initials
Principal Joint

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Employment status       Self-Employed (Sole Proprietor/Freelance)       Self-Employed (Business Owner)       Key Controller (such as CEO, CFO, COO, MD)         Employer/Business name       Homemaker       Student       Netired       Unemployed         Industry Type/Nature of Business         Occupation       Industry Type/Nature of Business       Industry Type/Nature of Business       Industry Type/Nature of Business       Industry Type/Nature of Business         Job Title       Industry Type/Nature of Business       Industry Type/Nature of Business       Industry Type/Nature of Business       Industry Type/Nature of Business         Job Title       Industry Type/Nature of Business       Industry Type/Nature of Business       Industry Type/Nature of SGD       Industry Type/Nature of SGD         Country       Industry Type/Nature of Business       Industry Type/Nature of Joint accode       Industry Type/Nature of Important Notes" in page 2.)         Wrok Address       Industry Type/Nature of Declaration (mandatory section)       Postal Code       Industry Type/Nature of Important Notes (a) to (k)" as listed in the next page of this Form. Where I/we have ticked the box for "HSBC Insurance" above, I/we authorise the Bank to disclose my/our information to HSBC Insurance to enable them to update their records accordingly.         Signature of pinicipal account holder
Employer/Business name       Industry Type/Nature of Business         Industry Type/Nature of Business       Occupation         Job Title       Industry Type/Nature of Business         If you have secured/unsecured facilities with the bank, income update must be supported with relevant income documents, refer to point 'k' of "Important Notes" in page 2.)         Work Address       Industry Type/Nature of Business         Country       Postal Code         Occuption       Postal Code         If you have read, acknowledged, and understood the "Important Notes (a) to (k)" as listed in the next page of this Form. Where I/we have ticked the box for "HSBC Insurance" above, I/we authoriseå the Bank to disclose my/our information to HSBC Insurance to enable theim to
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Occupation
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orgination of Joint account notice
Date         D         M         M         Y         Y         Y           Date         D         D         M         M         Y         Y         Y
Name Name
Important Notes
<ul> <li>a. Please visit any HSBC branch with your NRIC/Passport if thumbprint is used.</li> <li>b. Update of Name must be supported with a copy of the deed poll or marriage certificate and Former/Other name must be provided.</li> <li>c. Update of NRIC/Passport/FIN card must be supported with a copy of your NRIC/Passport/FIN card. Please sign on it for verification purposes.</li> <li>d. Mobile number provided will be used for sending of SMS Transaction Alerts and Authorisation codes for Online Purchases. Please note that we need at least one working day if the sender of the sender of</li></ul>
to update your mobile number and de-register your old mobile number from PayNow. Therefore, please keep us updated of any changes to your number as soon as possible. Please remember to register your new mobile number with PayNow.
e. For residential address, PO Box and C/O address is not allowed. If you reside in a country 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 and the closest landmark, etc).
f. For credit card account, please note that only the primary cardholder can authorise the change of address. For supplementary cardholder below the age of 18 years, update of your particulars has to be accompanied with primary cardholder's signature.
b. If you hold any CPF Investment accounts, please notify the CPF investment account holding bank about your change in contact details. h. If you have taken up any insurance policies offered by other companies through the bank, please notify the respective insurance company directly about your change of
contact details.
i. The personal data which you are submitting is being collected for the purposes stated in HSBC's Data Protection Policy. For more information on how we manage your personal data, please visit http://www.hsbc.com.sg/1/2/miscellaneous/privacy-and-security.
j. Please allow 5 working days from the receipt of your request to update all your records. k. Please note that pursuant to the terms of your agreement with HSBC, HSBC may exercise its rights to reduce your credit limit or stop providing further credit in respect of your
unsecured credit facilities with HSBC should your income documents reflect a lower earned income than what was previously declared. The maximum aggregate credit limit with HSBC in respect of unsecured credit facilities granted to a Singapore Citizen / Permanent Resident is based on the following: (a) Annual income of more than S\$120,000 is up to give the individual's more than income of S\$20,000 and loss than S\$120,000 is up to give the individual's more than early limes the indit limes the individual's more than early
is up to six times the individual's monthly income; (b) Annual income of \$\$30,000 and less than \$\$120,000 is up to four times the individual's monthly income or (c) an amount which HSBC may in it's discretion determine.
For Salaried employees:       For self-employed and commission-based earners:            Latest three months' computerised payslips           Latest two years' Notice of Assessment*
<ul> <li>□ CPF Contribution History Statement for the past six months</li> <li>□ Latest Notice of Assessment<sup>#</sup> and latest computerised payslips</li> <li>□ Employment Pass (with validity of at least one year)</li> </ul>
*You may now print your latest Notice of Assessment via myTax Portal with your SingPass or IRAS PIN
Please note: • Please remember to sign on the form
<ul> <li>Please remember to sign on the form.</li> <li>Please ensure that you have attached the necessary supporting documents.</li> </ul>
For Bank use only
Customer no(s).:

Effective Date 10 Aug 2017

