

# Change of Address Business Customers



NatWest International

## Your Information

We collect and process various categories of personal and financial information throughout your relationship with us, to allow us to provide our products and services and to run our business. For more information about how we use your personal information, the types of information we collect and process and the purposes for which we process personal information, please read our Privacy Notice provided on our website at [natwestinternational.com/global/privacy-notice.html](https://natwestinternational.com/global/privacy-notice.html).

We may update this from time to time and would encourage you to visit our website regularly to stay informed of the purposes for which we process your information and your rights to control how we process it.

**Please note** – when filling out this form please use the tab and arrow keys to move between the relevant fields. Ensure you do not use the return or enter keys. Please complete in BLOCK CAPITALS.

### 1. Account details

Account name _____	Account number	<input type="text"/>
Account holding branch _____	Sort code	<input type="text"/>
This amendment is to take effect immediately <input type="checkbox"/>	<b>OR</b> With effect from (DD/MM/YYYY)	<input type="text"/>
Please amend the address for: All business accounts <input type="checkbox"/>	<b>OR</b> The following additional accounts	<input type="text"/>

#### Sterling Accounts

Account number	Sort code	Account number	Sort code	Account number	Sort code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

#### Currency Accounts

Account number	Sort code	Account number	Sort code	Account number	Sort code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### 2. New address details – Principal business address/trading address, including country if overseas

Mailing name	<input type="text"/>
Flat number	<input type="text"/>
Address line 1	<input type="text"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Address line 4/OR Overseas country	<input type="text"/>
Post code	<input type="text"/>

### 3. Mailing address for statements and correspondence including country if overseas – only complete if different from principal address in section 2. Please note regulatory mailings and Plastic Cards will always be sent to the principal address.

Mailing name	<input type="text"/>
Flat number	<input type="text"/>
Address line 1	<input type="text"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>

Address line 4/OR  
Overseas country

Post code

**4. Contact details** – This information will be used as the main contact details for the account

Contact name:

Job title:

Telephone number:

Fax number:

Mobile number:

Email Address:

**5. Confirmation** – To be signed in accordance with the Bank Account Mandate/Signing Instructions

Customer signature(s)	Customer signature(s)
<input type="text"/>	<input type="text"/>
Name (in full) _____	Name (in full) _____
Date (DD/MM/YYYY) <input type="text"/>	Date (DD/MM/YYYY) <input type="text"/>

**For Branch or Relationship Manager Team use only**

In all circumstances please complete the form in full and send on to your CSC.

**Where the customer has NatWest Credit Cards, a photocopy of this form must be sent to:  
Customer Contact Centre, 2nd Floor, Credit Card Centre, Southend-on-Sea, Depot code 028**

Is the customer relationship managed? Yes  No

**I confirm the customer has been identified and the signature matches ISV**

Staff signature:

Staff name (Printed & ISV No.) \_\_\_\_\_

Location \_\_\_\_\_

Contact number \_\_\_\_\_

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