

Customer Number



## CHANGE OF NAME - MORTGAGE ACCOUNT

Please fill in your details in the white section below. Please check your details in the shaded sections below and amend if they have changed. If you have downloaded this form from our website, you will need to fill in both sections. Please use BLOCK LETTERS and black ink when completing this form. Remember to sign and date the form.

### PERSONAL DETAILS: PREVIOUS

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Surname: \_\_\_\_\_  
Gender: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Marital Status: \_\_\_\_\_

### PERSONAL DETAILS: CURRENT

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Surname: \_\_\_\_\_  
Marital Status: \_\_\_\_\_  
Current Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If this address differs from the address currently held by Haven, you will need to complete a Change of Correspondence Address form.

### OTHER CONTACT DETAILS:

Daytime Phone Number: \_\_\_\_\_ Evening Phone Number: \_\_\_\_\_  
Mobile Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Data Protection:** By signing this Form, I understand and agree that I am authorising Haven Mortgages Limited (Haven) and affiliates and their respective parent and subsidiary companies and "AIB Group", its subsidiaries, affiliates and their respective parent and subsidiary companies to retain and process the personal data provided by me for the following purposes:

- Efficiently administering my account(s)
- Preventing and detecting fraud
- Carrying out statistical analysis and market research

By submitting this application I am authorising each Group Company to make such enquiries as it may consider reasonably necessary (including, but not limited to, fraud prevention and anti-money laundering checks) in connection with this application.

I understand that I have the right to access, update and rectify my personal data by writing to Haven at 10 Molesworth Street, Dublin 2, D02 R126.

Note: Full particulars of Haven's registration as a data controller and data processor under the Data Protection Acts 1988 and 2003 are available engages third parties to process personal data, it will only do so under appropriate contractual arrangements which protect your data.

**Declaration and Signatures:** I declare that all of the information that is set out on this form and that all of the statements made, particulars given and documentation provided in connection with this instruction are strictly true and valid to the best of my knowledge and belief.

**Important Information.** Before you sign this form, please read the following note:

Please note that the name change will be applied to all accounts which you hold with Haven.

If you would like to mail this instruction to us, please enclose photocopies of one form of photographic identification e.g. current passport and current drivers licence, and a copy of your Change of Name Certificate/Agreement (Marriage Certificate/Deed Poll Certificate/Separation Agreement/Divorce Agreement and Birth Certificate/Adoption Certificate).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### FOR OFFICE USE ONLY: Customer identification verified by (please choose one of the following):

Marriage Certificate: ☐ Deed Poll Certificate: ☐ Separation Agreement: ☐

Divorce Agreement & Birth Certificate: ☐ Adoption Certificate: ☐

Other (please specify): \_\_\_\_\_

Staff Signature: \_\_\_\_\_ Staff Number: \_\_\_\_\_

Head Office Stamp