

# CLIENT REQUEST FORM

(Please complete all details in BLOCK letters)

Date:

## The Managing Director

Assurant Securities & Management Limited  
 Amin Court (2nd Floor) Room No. # 204  
 62-63 Motijheel C/A  
 Dhaka-1000



Let's move together

Dear Sir,

I am your customer, my **Account No.**       and **BO ID No.**

Please change my following information which has to be updated in all of your records.

<b>A. Change of Address (s)</b>	<input type="checkbox"/> Present	<input type="checkbox"/> Permanent
In Case of change Mailing address with evidence		
..... City: ..... Post Code: ..... Country : .....		

<b>B. Add / Change of Email ID</b>

<b>C. Name (s) Correction / Modify (With evidences)</b>

<b>D. Change of Contact Number</b>	
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<b>E. Change of Bnak Account (Duly signed copy on the MICR cheque leaf)</b>	
Bank Name :	Branch Name :
13-Digit A / C No :	Routing No :

<b>F. Inactive / Reset of Mobile / Internet Trading</b>	Please Specify
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<b>G. Change of Signature</b>	
Existing Signature (s)	New Signature (s)

Thanking You.

.....  
Signature

Name: \_\_\_\_\_

Client Code : \_\_\_\_\_

Registered Phone No. : \_\_\_\_\_

<b>ASM's Use Only :</b>	
Checked by _____	Approved by: _____

Attachment :

- i ) Documents required for changing Mailing Address :
  - a. Copy of **National ID Card** / Copy of **Utility bill** / Copy of valid **Passport** / Copy of **Commissioner Certificate**, etc.
- ii ) Documents required for Name Correction :
  - a. Dully signed copy of **National ID Card** / valid **Passport**
  - b. Affidavit regarding name correction.

_____ <b>CDBL Department</b> <b>Signature with Date</b>
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