

# Change of personal details form



PENSION  
FUND

Use this form to let us know if any of your personal details have changed, allowing the Trustee to manage your pension effectively.

Please complete all sections of the form, and return it to:  
ICI Pensions Services, PO Box 545, Redhill, Surrey RH1 1YX

## YOUR PERSONAL DETAILS

Please provide your personal details that are currently held in the Fund, so we can locate your membership data.

Member name (in CAPITALS):	<input type="text"/>										
Pension/payroll reference no:	<input type="text"/>				NI no:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## CHANGES TO YOUR PERSONAL DETAILS

Tick the personal details that you would like to change and complete your new details.

To process a change to your name and/or marital status, we require relevant official documentation supporting the change. As appropriate, please send us your original marriage certificate, decree absolute or deed pole documentation – these will be returned to you by special delivery.

Personal details	Tick if changed	New details
Title:	<input type="checkbox"/>	<input type="text"/>
Forename(s):	<input type="checkbox"/>	<input type="text"/>
Surname:	<input type="checkbox"/>	<input type="text"/>
Marital status:	<input type="checkbox"/>	<input type="text"/>
Home phone no:	<input type="checkbox"/>	<input type="text"/>
Mobile phone no:	<input type="checkbox"/>	<input type="text"/>
Address:	<input type="checkbox"/>	<input type="text"/>
Email address:	<input type="checkbox"/>	<input type="text"/>

## YOUR SIGNATURE AND DECLARATION

I declare that the information I have provided in this form is true and correct. Please amend my details to reflect the changes above.

Signed:	<input type="text"/>	Date:	<input type="text"/>
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