

# Change of Address Form

To: Scottish Provident International Life Assurance Limited, Provident House, Ballacottier Business Park, Cooil Road, Douglas, Isle of Man, British Isles, IM2 2SP.

Please complete in blue ink using BLOCK CAPITALS throughout.

Policy number(s)	<input type="text"/>	
Policyholder(s)	<input type="text"/>	
New address details	<input type="text"/>	
	<input type="text"/>	
	<input type="text"/>	
Telephone number	<input type="text"/>	Fax number <input type="text"/>
e-mail address	<input type="text"/>	

## Type of Address Change - PLEASE TICK ONE BOX ONLY

- Change of Correspondence Address  If no box is ticked we will assume that this is a change to both your correspondence address and your country of residence. If our assumption is wrong it is important that you advise us of your actual country of residence as this may affect your tax situation.
- Change of Residential Address
- Change of Correspondence and Residential Address

## Data Protection

Information supplied to SPILA in connection with your policy will be held in both electronic and paper records. This information may be disclosed to and processed by companies within the same Group as SPILA, its reinsurers or any third parties which provide services relating to the policy. This may include sensitive personal data. If this happens, your details will stay confidential and will not be used for any other purpose.

You have the right to see certain information held by us on payment of a fee, and you should make your request in writing to our Registered Office address.

## Consent for e-mail Correspondence

Receiving information by e-mail can be a fast and convenient way of corresponding, although you should be aware of the risks associated with sending documents by e-mail. There is the possibility that information sent by e-mail could be lost or intercepted. While SPILA takes steps to prevent computer viruses from being transmitted via electronic mail attachments, we cannot guarantee that attachments do not contain computer virus code. You are therefore strongly advised to undertake anti virus checks prior to accessing the attachment to an electronic mail. SPILA grants no warranties regarding performance use or quality of any attachment and undertakes no liability for loss or damage howsoever caused.

It is SPILA's policy, that no confidential documents are sent via this method without the appropriate consent and acknowledgement of the risk involved.

If you are happy to receive policy specific information by e-mail, please tick here:

Signature of Policyholder(s) (where the policy is held in Trust or by a Company all Trustees or Authorised Signatories should sign, continue on a separate if required)

Signature(s)	<input type="text"/>	<input type="text"/>
Date (dd/mm/yyyy)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

**PLEASE NOTE THAT WE ARE HAPPY TO ACCEPT A SIGNED FAXED COPY OF THIS FORM (FAX: +44 (0) 1624 677336) AND IT IS NOT NECESSARY TO POST THE ORIGINAL.**

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Scottish Provident International Life Assurance Limited is regulated by the Isle of Man Government Insurance and Pensions Authority.

Registered Office: Provident House, Ballacottier Business Park, Cooil Road, Douglas, Isle of Man, British Isles IM2 2SP. Telephone: +44(0)1624 681681. Fax: +44(0)1624 677336 or Website: www.spila.com. This website contains products that are not authorised in Hong Kong and are not available to Hong Kong investors.

The appointed representative of the Company in Hong Kong is Scottish Provident International Life Assurance Limited's Branch office: Scottish Provident International Life Assurance Limited, Suite 2320, 23rd Floor, Jardine House, No 1 Connaught Place, Central, Hong Kong. Telephone: +852 2956 1880. Fax: +852 2956 2329.

Telephone calls may be recorded.

Registered in the Isle of Man Number 053002C. A Member of the Association of International Life Offices.

www.spila.com

