



aapke vaade,
sar aankhon par

MASTER POLICY LEVEL ALTERATION FORM

MASTER POLICY NO:	
MASTER POLICY HOLDER NAME :	

Section-1: Alteration in the records

CHANGE OF ADDRESS / CONTACT DETAIL

The new contact details:

The new address should be updated as –

Address.....

 City..... State Pin
 no.....
 Mobile..... Landline..... Email
 ID.....

This address to be updated as Communication address : Yes / No (Please tick as applicable)

Request you to kindly submit copy of valid Address proof * in order to proceed with your request.

*List of acceptable Address Proofs : [Please tick the type of address proof submitting along this form]

- | | |
|------------------------------|--------------------------|
| 1. Memorandum of Association | <input type="checkbox"/> |
| 2. Deed of Variation | <input type="checkbox"/> |
| 3. Copy of Board Resolution | <input type="checkbox"/> |

CHANGE OF TRUSTEES

CHANGE OF COMPANY / TRUST NAME

The new company / trust name details:

The new address should be updated as –

.....

Request you to kindly submit duly signed Policy Servicing form along with following additional documents as applicable in order to proceed with your request..

- | | |
|---|--------------------------|
| 1. Memorandum of Association | <input type="checkbox"/> |
| 2. Deed of Variation | <input type="checkbox"/> |
| 3. Copy of Board Resolution | <input type="checkbox"/> |
| 4. Registration Certificate (Under Company Act) | <input type="checkbox"/> |

DATE :

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PLACE :

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SIGNATURE OF TRUSTEES/AUTHORIZED SIGNATORIES

1. Name of the Trustees/Authorized Person: _____

2. Signature of the Trustees/Authorized Person: _____

Declaration, if this form is signed in Vernacular/Thumb Impression:

I hereby declare that I have explained the contents of this form to the Policyholder Mr/Mrs/Ms _____
in _____ language and that the Policyholder has affixed the thumb impression(s)/signed in language other than
English in my presence after fully understanding the contents thereof.

Name of Declarant _____ Signature _____ Date _____ Place _____

Instruction & Disclaimer:

- Kindly fill in the details in English only.
- In the event of any disagreement in interpreting the content, English version will prevail.

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