

## Change of personal details form

All forms will be acknowledged by letter


Personal details						
Title	Mr	Mrs	Ms	Miss	Other	
Surname					First names	
Date of birth						
National Insurance number						
Employer						
Pay number				Pension reference number		

Change of details		
New address		
	Postcode	
Previous address		
	Postcode	
Current full name		
Previous full name		
Current email		
Previous email		

Certificates	
Enclosed are the following certificates (clear photocopies are preferable to original certificates )	
My marriage certificate - only send if your marital status or name has changed	<input type="checkbox"/>
My change of name deed	<input type="checkbox"/>
My birth certificate	<input type="checkbox"/>
Gender recognition form	<input type="checkbox"/>

Contact details			
Signature			Date

Our policy when returning documents
We will securely destroy any photocopied documents, rather than return them unless you have specifically requested us to do so.
If we return documents, we will send them back using the same method as they were received

 For information on how we hold and use your data, please visit <a href="https://www.hants.gov.uk/hampshire-services/pensions/local-government/contact-and-resources/privacy-notice">https://www.hants.gov.uk/hampshire-services/pensions/local-government/contact-and-resources/privacy-notice</a>
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