

Annexure A



Change Request Form

Name of the Customer: _____

LAN # _____

Details to be Updated	(Please Tick v)	New Contact Detail (Block Letters Only)				
Default (Mailing) Address	<input type="checkbox"/>	<table border="1"><tr><td> </td></tr><tr><td> </td></tr><tr><td> </td></tr><tr><td> </td></tr></table>				
Business Address	<input type="checkbox"/>	<table border="1"><tr><td> </td></tr><tr><td> </td></tr><tr><td> </td></tr><tr><td> </td></tr></table>				
Mobile Number	<input type="checkbox"/>	<table border="1"><tr><td> </td></tr></table>				
Phone Number (Landline)	<input type="checkbox"/>	<table border="1"><tr><td> </td></tr></table>				
Email ID	<input type="checkbox"/>	<table border="1"><tr><td> </td></tr></table>				

Supporting Documents (Please Tick v)

Electricity Bill <input type="checkbox"/>	Telephone Bill <input type="checkbox"/>	Mobile Bill <input type="checkbox"/>
Passport Copy <input type="checkbox"/>	Company Letter on Letterhead <input type="checkbox"/>	

Signature of Customer: _____

Date of Updation Request: _____