

## Name to be Changed

First name	Middle name/s	Surname	Date of birth – DD / MM / YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

## Change Name to

Mr
  Ms
  Mrs
  Miss
  Dr
  Other

First name	Middle name/s	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>

Other name/s commonly known by – *If applicable*

Male  Female

## Reason for Change and Required Documentation

Attach the relevant documentation to this form.

<input type="checkbox"/> <b>Change of individual name due to marriage</b> Attach a certified copy of Marriage Certificate.	<input type="checkbox"/> <b>Change of individual name due to formal name change</b> Attach a certified copy of Change of Name Certificate.
<input type="checkbox"/> <b>Change of individual name due to divorce</b> Attach a certified copy of Decree Nisi (court order) AND certified copy of Birth Certificate OR attach a certified copy of Marriage Certificate.	<input type="checkbox"/> <b>Add middle name/s</b> Attach a certified copy of acceptable form of ID showing requested name detail.
<input type="checkbox"/> <b>Extension of first name</b> Attach a certified copy of acceptable form of ID showing correct name details.	<input type="checkbox"/> <b>Change of salutation</b> No supporting documentation required.

## Declaration and Acknowledgements

- I declare that the information provided on this form is correct and I understand that it is an offence to provide false or misleading information.
- I request that your records be updated to reflect the changes indicated.

Full name	Date – DD / MM / YYYY
<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

Signature – *Must be signed pen to paper*

## How to submit your documents

### Clients

Please provide your completed and signed form with relevant supporting documents to your adviser.

If you are required to send Original Certified Copies of documents please send via post to:

**CommSec Adviser Services, Locked Bag 22, Australia Square NSW 1214**

☎ 13 15 20    ✉ CommSecAdviserServices@cba.com.au    🌐 CommSecAdviserServices.com.au

### Advisers

Lodge this form and all supporting documents to **commsecadviserservices@cba.com.au**