

**Please make sure this form is fully completed, otherwise, we may not be able to update your account with your new name. A separate form must be completed if more than one borrower has changed their name.**

Along with the form, please send us a certified copy of an official name change document as proof, such as:

- ▶ Your marriage certificate
- ▶ Your deed poll document.

Your current name on the mortgage

Mortgage account number(s)

New name

### Who can certify your document?

- ▶ Accountant
- ▶ Solicitor
- ▶ Commissioner of Oaths / Notary Public
- ▶ FCA registered broker / introducer
- ▶ Barrister
- ▶ Bank or Building Society official
- ▶ Justice of the Peace

### All certified documents must include:

1. The name of the person certifying the documents and their signature
2. The date of the certification
3. Their business stamp if they have one. If they don't, we'll need to know their company name, address and contact telephone number.

In line with Data Protection regulations, we need to check your old signature against our records. Please sign in the boxes below. Once we've completed our checks, we can update your account. We'll ask you to send us a proof of ID if we don't have a copy of your old signature, or if it doesn't match the one we have.

**I confirm I'm happy for Bank of Ireland to update my records straight away.**

**Please sign with a black pen.**

Old signature

New signature

Date

**Please complete all the boxes on this form and return to:**

Mortgage Customer Services Department, Bank of Ireland, PO Box 3191, 1 Temple Quay, Bristol, BS1 9HY

## Need documents in large print, Braille, audio, screen reader format, or on coloured paper? Just let us know.

Your personal information will only be used to contact you in regards to the information provided. If you would like to know more about how we ensure your privacy, how we handle your personal information and what your rights are, you will find more information in our Privacy Notice on [bankofirelanduk.com/PrivacyNotice](http://bankofirelanduk.com/PrivacyNotice) or by contacting us to ask for a copy.

Bank of Ireland Mortgages is a trading name of the UK branch of the Governor and Company of the Bank of Ireland which is regulated by the Central Bank of Ireland. Authorised by the Prudential Regulation Authority and with deemed variation of permission. Subject to regulation by the Financial Conduct Authority and limited regulation by the Prudential Regulation Authority. Details about the extent of our regulation by the Prudential Regulation Authority are available from us on request. The registered office of the UK branch of the Governor and Company of the Bank of Ireland is 1 Temple Back East, Temple Quay, Bristol, BS1 6DX. Telephone: (0117) 979 2222.

Bank of Ireland UK is a trading name of Bank of Ireland (UK) plc which is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority under registration number 512956. You can confirm our registration on the FCA's website ([fca.org.uk](http://fca.org.uk)) Bank of Ireland (UK) plc is registered in England & Wales (No. 7022885), 45 Gresham Street, London, EC2V 7EH. Website: [bankofirelanduk.com/mortgages/existing-customer/](http://bankofirelanduk.com/mortgages/existing-customer/)

Full list of directors available on the website at [bankofireland.com](http://bankofireland.com)

To find out if your mortgage is with Bank of Ireland Mortgages or Bank of Ireland UK, or if you have any queries relating to our UK mortgage products or services, please contact our UK administration centre at:- Bank of Ireland, PO Box 3191, 1 Temple Quay, Bristol, BS1 9HY. Telephone: (0117) 979 2222.

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