



## Personal Data Correction Request Form

### Your Existing Particulars

Full Name <i>(As per ID)</i>	
New NRIC / Passport No.	

### Correction of Personal Data (Please indicate only the personal data to be corrected)

Full Name* <i>(As per ID)</i>					
Primary ID	ID No.*	ID Type	ID Country*	ID Issue Date* (DDMMYYYY) D D M M Y Y Y Y	ID Expiry Date* (DDMMYYYY) D D M M Y Y Y Y
Additional ID				D D M M Y Y Y Y	D D M M Y Y Y Y
Date of Birth D D M M Y Y Y Y	Country of Birth	Country of Citizenship*			
Marital Status	Residential Status <input type="checkbox"/> Resident <input type="checkbox"/> Non- Resident	Country of Residence			
Race	Permanent Resident of Malaysia <i>(Applicable to Non-Malaysian)</i> <input type="checkbox"/> Yes <input type="checkbox"/> No	Permanent Resident of any country outside Malaysia/ <i>(Applicable to Malaysian)</i> <input type="checkbox"/> Yes <input type="checkbox"/> No			
Gender	Education Level	Annual Income			
Employer's Name	Job Designation				
Employment Sector					
Occupation / Business Type					

\* Data Subject to bring along original NRIC / Passport for identification purpose at any of our branch

For bank use: To obtain "Self-Cert on Tax Residency Status" if any changes/ pending/ incomplete FATCA/ CRS info in BWCIF

### Updating Your Address Detail for Account(s) / Service(s)

Please update ALL my account(s) where I am the primary account holder.

Please update ONLY my account(s) stated below where I am the primary account holder:

Account Number	Credit Card Number	-	-	-

(Please tick & indicate only the address to be corrected)

New Residential Address Line 1

New Residential Address & Mailing Address Line 2

Line 3

Postcode:      Town / City:      State:      Country :

New Mailing Address Line 1

Line 2

Line 3

Postcode:      Town / City:      State:      Country :

Home Country Address Line 1  
*(mandatory for non-Malaysian only)*

Line 2

Line 3

Town / City:      Country :

### Updating Your Contact Detail(s) (Maximum 1 contact detail per type.)

[i] Mobile number provided will supersede the existing mobile number for One-Time-Password (OTP).

[ii] For security reasons, mobile number will be updated after 24 hours upon receipt by bank's processing unit.

Mobile Phone + \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ *For bank: Scanned under 'BWCIF MAINT.IND' if there is Mobile Phone update.*  
[CountryCode]    [AreaCode]    [Mobile phone No.]

Local Home + \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_      Email Address \_\_\_\_\_  
[CountryCode]    [AreaCode]    [Home No.]

Local Office + \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_      Fax + \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
[CountryCode]    [AreaCode]    [Office No.]      [CountryCode]    [AreaCode]    [Fax No.]

### Authorisation

I, \_\_\_\_\_ hereby certify that the information given in this form and any documents submitted /enclosed are true and accurate. I understand that : (i) it will be necessary for you to verify my identity, and (ii) that you may contact me in order to verify the personal data to be corrected. I also understand that any/or all personal data provided by me in this Personal Data Correction Request Form will be collected and processed by you as personal data in accordance with Personal Data Protection Act 2010\*\*.

Date:   -   -

Customer Signature \_\_\_\_\_

\*\* Please refer to [http://www.uob.com.my/assets/pdf/pdpa/pdpa\\_privacy\\_notice.pdf](http://www.uob.com.my/assets/pdf/pdpa/pdpa_privacy_notice.pdf)

- Restricted Information - Please note that we will not be able to comply with your request in certain circumstances, e.g. where we are provided with insufficient information to locate the personal data requested for, where the request relates to personal data which is commercially confidential to us or where we are unable to verify the identity of the requestor, but we will notify you of any such decision.
- For personal requests from the Data Subject, we will be posting the corrected data to you at your last known address in our records.
- Please send in all completed forms to the following address:

Customer Communications Management (PDPA)  
UOB Call Centre  
P.O.Box 11212  
50738 Kuala Lumpur

### For Bank Use Only

<input type="checkbox"/> OTC <sup>1</sup> <input type="checkbox"/> Offsite(with Biometric) <sup>2</sup> <input type="checkbox"/> Offsite(without Biometric) <sup>3</sup> Offsite Collected By: _____ <input type="checkbox"/> Mail In <sup>4</sup> <input type="checkbox"/> Fax <sup>5</sup>	Attended By _____ Name Rec Date & Time <input type="checkbox"/> Customer Signature Verified <sup>1,2,3</sup> <input type="checkbox"/> MyKad Biometric Verified <sup>1,2</sup>	Approved By _____ Name <input type="checkbox"/> Supporting Document, if any <sup>1,2,3,4,5</sup>	<b>P. DATA CORRECTION FORM (SNV); SLA = T, latest T+1 Day</b> <b>BWCIF MAINT.IND if there is Mobile Phone update (SNV); SLA = T, latest T+1 Day</b>	
			EWF Maker _____ Name Scan Date & Time Job Batch ID No.	EWF Checker _____ Name Date No. of Page

This section is applicable ONLY when there is a change in Customer Name, ID Number, Address or Date of Birth (DOB).

(Please ensure to tick. Tick only One(!) box.)

Justification Category	For Changes in:	Justification/Reason
<input type="checkbox"/> 1. Change in information provided by customer	<input type="checkbox"/> Customer Name	Customer request for change of name as per legal document (i.e. ID/Passport etc.)
	<input type="checkbox"/> ID Number	Customer request for update of ID eg passport renews, add or remove New ID / Change in citizenship or add ID/ PP of other country eg PR
	<input type="checkbox"/> Address	Customer changed address from home to office or vice versa/move in to new address
<input type="checkbox"/> 2. Change in bank business operations	<input type="checkbox"/> Customer Name	Update customer's name per copy of IC/ Passport / RAMCI/ legal document
	<input type="checkbox"/> ID Number	Add/ Remove/ Swap customer's ID No. per copy of IC/ RAMCI/ any valid supporting document
	<input type="checkbox"/> Address	Update customer's address per copy of IC/ Passport / RAMCI/ any valid supporting document
<input type="checkbox"/> 3. Data input/ classification/ error reporting	<input type="checkbox"/> Customer Name <input type="checkbox"/> ID Number <input type="checkbox"/> Address <input type="checkbox"/> Date of Birth	Wrong data input/processed by bank staff
<input type="checkbox"/> 4. Technical issues	<input type="checkbox"/> Customer Name <input type="checkbox"/> ID Number <input type="checkbox"/> Address	Data errors arising from new solution or systems during initial roll out