



## Name Change Form

Please print and complete this form if you'd like to update or change your name on your account. You will also need to provide us with a **legible copy or photo of your new driver's license** that reflects your new name. If you were recently married or divorced you'll need to provide us with a **copy of either your marriage certificate or divorce decree** to show proof of name change. If this form is submitted to KCCU by mail or through our secure online Send my Docs application from our website then the form must be signed and stamped by a notary.

TELL US ABOUT YOURSELF	
Member Number:	Last 4 digits of Primary Account Holders SSN:
First and Last Name as it currently appears on the account:	
Phone:	
NEW NAME INFORMATION	
First Name:	Last Name:
OTHER ACCOUNTS	
Do you have any other accounts that need to be updated with your new name, if so please list them below:	
Additional Information:	
Signature:	Date:
Notary Signature <i>(If submitted by mail or online):</i>	Date:
Notary Seal	



**3 ways to submit your completed form:**

***Option 1:*** Drop it off at any of our branch locations.

***Option 2:*** Mail it to: KCCU, PO Box 140, Battle Creek, MI 49016 - Requires signature and stamp by notary.

***Option 3:*** Submit it through Send My Docs in the Complete Forms area of our website - Requires signature and stamp by notary.