

## Request Form for Change of Owner's Particulars

To : Cycle & Carriage  
Fax : 6476 6228; Email: CustomerAssistanceCentre@cyclecarriage.com.sg

Vehicle Owner's Contact Details

Car Registration Number : \_\_\_\_\_ Make/Model : \_\_\_\_\_

Mailing Address : \_\_\_\_\_

Postal Code : \_\_\_\_\_

Mobile Phone : \_\_\_\_\_ Telephone (H) : \_\_\_\_\_ Telephone (O): \_\_\_\_\_

Email Address : \_\_\_\_\_

Change of Billing Instructions

Old Billing Address: \_\_\_\_\_

Postal Code : \_\_\_\_\_

New Billing\* Address: \_\_\_\_\_

Postal Code : \_\_\_\_\_

Billing Party's Name : \_\_\_\_\_ Contact Person : \_\_\_\_\_

NRIC (last 4 alphanumeric characters. E.g. 123H)\* :     FIN/Company's UEN\* : \_\_\_\_\_

Email Address : \_\_\_\_\_

Mobile Phone : \_\_\_\_\_ Telephone (H) : \_\_\_\_\_ Telephone (O): \_\_\_\_\_

**Important!** Cycle & Carriage shall be informed immediately if there is a change of vehicle ownership. The previous owner shall still be liable for the charges for goods/services/repairs rendered until the notification of ownership change is officially sent to Cycle & Carriage.

\*If the Invoice Name & Address is to be addressed to a company and is different from the Owner's name, the Company has to furnish in writing by letter or fax that it undertakes to pay all costs of services/repairs incurred in respect of the above vehicle.

I consent to the collection, use and disclosure of my personal data by Jardine Cycle & Carriage Limited and its subsidiaries and affiliates ("JCCL"), in accordance with the terms of JCCL's Privacy Statement, which can be found at [www.cyclecarriage.com/privacy-statement](http://www.cyclecarriage.com/privacy-statement) and hard copies of which are available upon request.

I wish to receive customer surveys and information about promotions, events and products and services ("marketing and promotional information") from JCCL. I consent to the collection, use and disclosure of my personal data for such marketing purposes by JCCL and its agents. I wish to receive such marketing and promotional information by email, telephone calls, SMS, and post.

I understand that notwithstanding the above, marketing and promotional information may be sent to me by push and/or pop-up notifications through JCCL's mobile application(s) should I install the application(s) on my mobile device. I agree that by enabling push and/or pop-up notifications in my device or mobile application settings, I consent to receiving such marketing and promotional information.

My consent above is voluntarily given and I am aware that I may withdraw my consent at any time by sending a notification to Cycle & Carriage at [CustomerAssistanceCentre@cyclecarriage.com.sg](mailto:CustomerAssistanceCentre@cyclecarriage.com.sg). I have read and understood the Privacy Statement and been acquainted with my right to access my personal data. I have checked and do confirm that the personal data I have provided is true, complete and accurate.

I confirm that the information given above is correct and complete, and agree to abide by the conditions stated.

Name : \_\_\_\_\_

Date : \_\_\_\_\_ Signature : \_\_\_\_\_

**For Official Use Only**

Information Received	By	Date
Information Updated	C&C	Fulco
	Date	Date