

REQUEST FOR CHAN	GE FORM (RFC)	Day Month Year			
Certificate No :					I/C or Birth Certificate No.
Participant :					
Certificate Owner:					
/ We hereby request that the above certificate to be changed according to the following Financial Alteration Relevant Details			ing to the followin	g particular marked X. Please r  Non-financial Alteration	efer to overleaf for details.  Relevant Details
F1 Change Frequency of Contribution Payment	Change to: ( ) Monthly ( ) Quarterly ( ) Half Yearly ( ) Yearly			N1 Change Method of Payment	Change to: ( ) Angkasa Deduction ( ) Bank Deduction ( ) Credit Card ( ) Salary Deduction ( ) Direct (Cash/Cheque)
F2 Change of Sum Covered	Change	From	То	N2 Change of Name, IC No	
	Basic Sum Covered			or other personal details	
<u>F3</u>	Change Term:			<u>N3</u>	Please indicate reason :
Change of Term	From	To		Request of Certificate Contract Duplication	
F4 Deletion of Rider	1.			N4 Change of Signature	
				( ) Certificate Owner	
	2			( ) Participant	
					New Signature's Specimen
F5 Inclusion of Rider	2			N5 Change of Auto Credit Account No	Bank :
					Account No. :
F6 Non-Forfeiture Option	( ) Extended Term Insurance ( ) Reduced Paid Up Insurance			N6 Change of Payout Option (see overleaf for the policy allowed)	( ) Keep into account ( ) To payout - ( ) Cheque - ( ) Auto Credit
Others, please specify:				Change of Contact Details	
				( ) Correspondence Address     ( ) Telephone No.     ( ) Email Address	
Signature of Witness		Signatu	ure of Certificate C		gnature of *Assignee/Trustee(s)
					ne:
I/C No:					No:
*Please delete whichever is n		i el No:		Tel	No:



## **Important Note on Document Required for Alterations:**

\* Financial Alterations are only allowed after 1st policy year for Investment Linked Regular Premium policies.

* Financial Alteration	Rules	Document Required
F1 Change Frequency of Contribution Payment	Effective from next due for new frequency of contribution payment.     RFC must reach Etiqa one month before the effective date of change.	
F2 Change of Sum Covered	Effective from next due date     For increase Basic Sum Covered:     Allowed within 6 months and effective from the Certificate Commencement Date.     RFC must reach Etiqa one month before the effective date of change.	Health Declaration Form to be completed     applicable only for increase of Sum Covered.
F3 Change of Term	Allowed within 6 months from the Certificate Commencement Date.     RFC must reach Etiqa one month before the effective date of change.	Health Declaration Form to be completed
F4 Deletion of Rider	Effective from next due date.     RFC must reach Etiqa one month before the effective date of Change.	
F5 Inclusion of Rider	Effective from next Certificate anniversary date.     RFC must reach Etiqa one month before the effective date of change.	Health Declaration Form to be completed     Sales Illustration / Quotation
F6 Non – Forfeiture Option	RFC must reach Etiqa one month before the effective date of change.	
Non-financial Alteration	Rules	Document Required
N1 Change Method of Payment	Relevant supporting document.	( ) Angkasa Deduction 1. Biro Form 2. Had Kelayakan form 3. Certified copy Identity Card 4. Pay slip  ( ) Bank Deduction 1. Auto debit Form 2. Certified copy of Identity Card 3. Certified copy of ATM card or photocopy of Bank Passbook  ( ) Credit Card - 1. Premium payment through Visa / Master Card form 2. Certified copy of Identity Card 3. Certified copy of credit card  ( ) Salary Deduction 1. Salary Deduction form
N2 Change of Name, IC No or other personal details	Documentary of proof is required.	Certified copy of Identity Card / Birth Certificate / Passport is required for change of name, IC No or date of birth.
N3 Request of Certificate Contract Duplication	Applicable only for Active policy.	Declaration Loss of Certificate with Stamp Duty of RM10.     Certificate Fee of RM30
N4 Change of Signature	Must be witnessed by Etiqa Branch Manager, Customer Service Executive or Financial Executive.	Certified copy of Identity Card / Passport
N5 Change of Auto Credit Account No		Certified copy of Identity Card / Passport     Photocopy of Bank Passbook
N6 Change of Payout Option	Applicable only to plan MaxSave Plus and Twin Special     Effective on next payout due date	If auto credit, photocopy of Bank Passbook
N7 Conversion / Change Plan	Allowed within 6 months from Certificate Commencement Date.	Completed proposal form     Return original copy of Certificate schedule