

Keeping your account up to date

Keeping us informed of changes in your personal information is essential. Without current information, we may not be able to contact you or act on your requests. It also helps us guard against fraud on your account.

Updating your address, email, or phone number

Tell us what's changed. Include your account number, name, and your old and new information (address, email, phone number). You can communicate these changes by any of the following methods (see contact information below):

- phone
- post (include your signature)
- fax (include your signature)
- via your online account

Updating your name

Tell us your old name and new name along with your account number, address, email and phone number. To help us ensure the name change is not fraudulent, we ask that you send your changes by

post only, sign the instructions, and include evidence of your new name, such as an original copy of a:

- marriage or civil partnership certificate
- decree absolute, extract decree of divorce or final dissolution order
- change of name deed (deed poll) or statutory declaration of change of name
- in addition to the above, if changing back to your birth name, a birth certificate

These documents are only examples, so if you have other documentation let us know, because it may be sufficient.

We'll return any original documents to you promptly after receiving them by Royal Mail. Once your account is updated, we'll send you a confirmation letter.

POST

J.P. Morgan Client Service

PO Box 12272

Chelmsford, Essex, CM99 2EL, UK

PHONE *Mon - Fri 9 AM - 5:30 PM*

UK **0800 20 40 20**

Outside UK **+44 1268 44 44 70**

EMAIL

accounts@uk-email.jpmorgan.com

WEBSITE

am.jpmorgan.com

Other formats of our documents are available on request, for example large font and braille versions

J.P. Morgan Asset Management is the brand name for the asset management business of JPMorgan Chase & Co. and its affiliates worldwide. To the extent permitted by law, we may record telephone calls and monitor electronic communications to comply with our legal and regulatory obligations and internal policies. Personal data will be collected, stored and processed by J.P. Morgan Asset Management in accordance with our EMEA Privacy Policy at jpmorgan.com/pages/privacy. This communication is issued by JPMorgan Asset Management (UK) Limited, which is authorised and regulated in the UK by the Financial Conduct Authority. Registered in England No: 01161446. Registered address: 25 Bank St, Canary Wharf, London E14 5JP, United Kingdom.