



# Update Legal Name

Use this form to update your legal name and contact information on your BECU accounts, and replace existing debit/ATM card and/or checks. You need to provide proof of your legal name change.

Account holders 17 years of age or younger require the signature of a parent or guardian who is on the account.

## Step 1. Your information on file

**Former Full Name** (as currently appears on your account)

**Date of Birth**

**SSN/TIN** (9 digits)

**Mother's Maiden Name**

## Step 2. Updated information

Information provided will replace existing information on file.

**New Full Name** (must match proof of name change documents)

**Street Address** (physical address required)

**City**

**State/Province**

**ZIP/Postal Code**

**Country**

**Mailing Address** (if different than above)

**City**

**State/Province**

**ZIP/Postal Code**

**Country**

**Email Address**

**Phone**

**Phone type**

Home  Mobile

**ID Type**

**Issue Date**

**Expiration Date**

**ID Number**

**State Issued**

**Country Issued**

**Employment Status**

Employed  Self-employed  Retired  Unemployed  Never Employed

**Employer** (current or previous if not employed)

**Occupation** (current or previous if not employed)

### Step 3. Debit/ATM card replacement

- Reissue all current ATM/Debit cards with my updated name  
Current card(s) will continue to work until the new card(s) are activated.

Note: If your legal name is longer than the space available, it will be truncated to 12 characters for your first name and 17 characters for your last name, up to a total of 26 characters.

### Step 4. Order checks

- Order checks (checking or Money Market)
- For information about check designs and prices, visit [Deluxe](#).
  - The **cost of the checks** will be debited from your checking account.

#### Specify check details

<b>Check Design</b> <input type="radio"/> BECU exclusive design (lowest cost, duplicate style) <input type="radio"/> Other design name _____ <input type="radio"/> BECU Exclusive Money Market (no cost – only for money market accounts, Mini-Pak 40)	<b>Check Quantity</b> <input type="radio"/> Mini-Pak 25 (if available) <input type="radio"/> Box 100 (quantity may vary by design)	
<b>Starting check number:</b> _____	<b>Checking account number</b> _____	
<b>Information to print on new checks (check all that apply)</b>		
<input type="checkbox"/> Primary Account Holder Name	<input type="checkbox"/> Address	<input type="checkbox"/> Phone Number
<input type="checkbox"/> Joint Account Holder Name (1) _____		
<input type="checkbox"/> Joint Account Holder Name (2) _____		

### Step 5. Proof of legal name change

Attach/provide a photocopy of **all** the following documents:



#### Documents Required

- Valid picture ID with new name
- Picture ID with former name (if available)
- Certified Copy of court-ordered documents (e.g., marriage certificate, divorce decree, name change order), **or** Social Security card with new name (front & back)

## Step 6. Agreements

- 1. Debit/ATM Card Orders.** If you ordered a debit and/or ATM card, you are expressly requesting us to issue such card(s) to you.
- 2. Check Orders.** By requesting checks, you authorize BECU to debit the cost of the checks from your Checking Account at the time of the check order.
- 3. Marketing.** By providing your email address, you agree that BECU may send marketing material to you electronically.
- 4. Telephone Consumer Protection Act.**
  - BECU and its service providers may contact you for non-marketing purposes at any telephone number you provide. BECU may use automated telephone dialing, text messaging systems, and electronic mail to contact you.
  - The telephone messages are played by a machine automatically when the telephone is answered and may be recorded by your answering machine. Standard data and message rates may apply, and you agree that BECU will not be liable for such fees.
  - You agree to update us promptly when your telephone number changes. At any time, you may update such information or revoke your consent to receive non-emergency calls or text messages at a telephone number assigned to a wireless device (or any service that charges on a per-call basis) by contacting us at 800-233-2328 or other reasonable means.

## Step 7. Acknowledgment and consent

By signing below, I certify that I have read, understand, and agree with the above agreements. Further, I personally verified and confirmed that all information provided and displayed in this form is accurate, complete, true, and submitted for the purpose selected above. I understand that BECU will rely on such information in BECU's dealings with me.

<b>Signature</b>	<b>Printed Name</b>	<b>Date (mm/dd/yyyy)</b>
<b>Parent or Guardian Signature*</b>	<b>Printed Name</b>	<b>Date (mm/dd/yyyy)</b>

\*Required for signers 17 years of age or younger

If form is not submitted electronically, please return all pages, completed and signed, along with copies of the documents listed above, to:

BECU; Attn: Account Servicing M/S: 1094-2; PO Box 97050; Seattle, WA 98124-9750

## BECU Only

<b>Employee</b>		<b>Location</b>	
<b>ID Verified</b> <input type="checkbox"/>	<b>OFAC on New Name</b> <input type="checkbox"/>	<b>Person Number</b>	<b>Date (mm/dd/yyyy)</b>