



Change of Personal Details Form

Full Name:

NI Number:

Please complete and sign this form as soon as you have any changes to your personal circumstances

Return by these methods:

- **By post:** Apex Europe Ltd Old Hall Farm, 19 Barnston Lane, Moreton, Wirral, CH46 7TN
- **By fax:** 0151 331 0250
- **By scan & e-mail:** info@apex-contracting.co.uk

If we have sent you this document electronically just complete and sign the form, and that's it!

Please select any of the following options which apply to your change of circumstances, by clicking or ticking the box

- Name Contact Details Marital Status
 Password Address Details Next of Kin

Change of name or status

Previous Name:

New Name:

Title:

Change of password

Old Password:

New Password:

Change of contact details

Old Telephone/Mobile Number:

Old Email Address:

New Telephone/Mobile Number:

New Email Address:

Change of address details

Previous Address:

New Address:

Change of martial status

Previous Martial Status:

New Martial Status:

Next of kin

Contact Name:

Relationship:

Telephone/Mobile:

Select your type of employment

- Umbrella PAYE Motion CIS

Enter the following details

First Name:

Surname:

Password:

Requested Date of Change

Date:

Declaration

I confirm that the information that I have provided is true and complete to the best of my knowledge and undertake all responsibility that any errors in this information may result in a delay in my payment.

I understand that Apex may perform additional security checks to verify the information that I have provided.

Your Signature:

Contact Us

There are 3 ways to contact Apex Europe Ltd

By phone

0151 652 2573

By e-mail

Info@apex-contracting.co.uk

Visit us online

www.apex-contracting.co.uk

Alternatively write to us:

Apex Europe Ltd, Old Hall Farm, 19 Barnston Lane, Moreton, Wirral, CH46 7TN