

Mr R Willett



Chatham  
Retail Customer Service Centre  
Waterside Court  
Western Avenue  
Chatham Maritime  
Chatham  
Kent  
ME4 4RT  
Telephone: 0345 301 6075  
(International): +44 1204 689345

Our Reference: Change of Contact Details  
Your Reference: RBS/1102712440

2 April 2014

Dear Mr Willett

**Change of Contact Details**

I am writing regarding your recent request to change your contact details.

For security reasons we are unable to change your details until you complete and return the enclosed form in the envelope provided.

In the meantime no further correspondence will be sent out until the completed form has been returned

If you would like any assistance, please call 0345 301 6075 and a member of our team will be happy to help.

Thank you for your assistance in this matter and please accept my apologies for any inconvenience that this may cause you.

Yours sincerely

*W J Doughty*

Change of Address Team

Enclosures: Change of Address Personal

Lines open from 8am to 5pm Monday to Friday. Calls may be recorded.