

REQUEST FOR ALTERATION FORM - NON FINANCIAL BORANG PERMOHONAN PINDAAN - BUKAN KEWANGAN

CERTIFICATE DETAILS / BUTIRAN SIJIL	
Certificate No. / No.Sijil	
Name of Certificate Holder / Nama Pemegang Sijil	
NRIC No. / No. KP	
Name of Participant / Nama Peserta	
NRIC No. / No. KP	

SECTION A / SEKSYEN A : ALTERATION REQUEST / PERMOHONAN PINDAAN

Note: Certified true copy of identity card is required for amendment of name and/or identity card number.
 Nota: Salinan Kad pengenalan yang disahkan diperlukan bagi pindaan nama dan/atau nombor kad pengenalan

Please tick (√) where applicable / Sila tanda (√) yang mana berkenaan
 Change of detail / Pindaan butiran

Certificate Holder / Pemegang Sijil
 Participant / Peserta
 Nominee / Penama

<input type="checkbox"/> Salutation (please specify) / Gelaran (sila nyatakan)	
--	--

<input type="checkbox"/> Name / Nama	
--------------------------------------	--

<input type="checkbox"/> New NRIC No. /Birth Certificate /Passport No./Other No.KP Baru/Sijil Kelahiran/No.Passport/Lain-lain	
---	--

<input type="checkbox"/> Date of Birth / Tarikh Lahir	
---	--

<input type="checkbox"/> Religion / Agama	<input type="checkbox"/> Muslim / Muslim <input type="checkbox"/> Non-Muslim / Bukan Muslim
---	---

<input type="checkbox"/> Nationality/ Warganegara Please list other country of citizenship (if applicable) / Sila senaraikan kewarganegaraan dari negara-negara lain (jika berkenaan)	<input type="checkbox"/> Malaysian / Malaysia <input type="checkbox"/> Others / Lain-lain Are you a citizen of the United States of America? / Adakah anda seorang warganegara Amerika Syarikat? <input type="checkbox"/> Yes / Ya <input type="checkbox"/> No / Tidak <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 33%; height: 20px;">1)</td> <td style="border: 1px solid black; width: 33%; height: 20px;">2)</td> <td style="border: 1px solid black; width: 33%; height: 20px;">3)</td> </tr> </table>	1)	2)	3)
1)	2)	3)		

<input type="checkbox"/> Contact Number / Nombor Telefon Please include country code for overseas numbers / Sila sertakan kod negara untuk nombor luar negara	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 40%; padding: 2px;">Residential / Rumah</td> <td style="border: 1px solid black; width: 10%; text-align: center;">-</td> <td style="border: 1px solid black; width: 50%; padding: 2px;"> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> </tr> </table> </td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">Office / Pejabat</td> <td style="border: 1px solid black; text-align: center;">-</td> <td style="border: 1px solid black; padding: 2px;"> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> </tr> </table> </td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">Mobile / Telefon Bimbit</td> <td style="border: 1px solid black; text-align: center;">-</td> <td style="border: 1px solid black; padding: 2px;"> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> </tr> </table> </td> </tr> </table>	Residential / Rumah	-	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> </tr> </table>													Office / Pejabat	-	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> </tr> </table>													Mobile / Telefon Bimbit	-	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> </tr> </table>												
Residential / Rumah	-	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> </tr> </table>																																												
Office / Pejabat	-	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> </tr> </table>																																												
Mobile / Telefon Bimbit	-	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> <td style="border: 1px solid black; width: 25px; height: 20px;"></td> </tr> </table>																																												

<input type="checkbox"/> Others / Lain-Lain _____ _____ _____	
--	--

DECLARATION / PENGAKUAN

1. I/We agree that AmMetLife Takaful, AmBank Group and/or MetLife Inc. and its subsidiaries and affiliates (MetLife Group), and their related companies, subsidiaries, holding company, business partners and any third party (within or outside Malaysia) can share and use my/our data and personal information for the purpose of promoting its related companies', subsidiaries', holding company's, business partners' and any third party products, new services and support requirements; and marketing campaigns and commercial transaction activities. I/We can withdraw this permission at any time by notifying AmMetLife Takaful in writing. / *Saya/Kami bersetuju bahawa AmMetLife Takaful, Kumpulan AmBank dan/atau MetLife Inc. dan anak syarikat dan sekutu (Kumpulan MetLife), dan syarikat-syarikat berkaitan, anak syarikat, syarikat induk, rakan kongsi perniagaan dan mana-mana pihak ketiga (di dalam atau di luar Malaysia) boleh berkongsi dan menggunakan data saya/kami dan maklumat peribadi untuk maksud menggalakkan syarikat-syarikat berkaitan, syarikat-syarikat subsidiari, pegangan, rakan kongsi perniagaan syarikat dan mana-mana produk pihak ketiga, perkhidmatan baru dan keperluan sokongan; dan kempen pemasaran dan aktiviti-aktiviti urus niaga perdagangan. Saya/Kami boleh menarik balik kebenaran ini pada bila-bila masa dengan memberitahu AmMetLife Takaful secara bertulis.*
 Yes / Ya No / Tidak
2. I/We further understand and agree that AmMetLife Takaful shall have the right to use my/our data and personal information for the purpose of the Takaful operational process which might include transfer of data and personal information, within or outside Malaysia, to MetLife Group, AmMetLife Takaful's other related companies, subsidiaries and/or its holding companies, outsourcing partners, retakafuls, solicitors, affiliate companies including their outsourcing partners and to any regulatory bodies, or any relevant foreign tax authority, including any reporting obligations by AmMetLife Takaful, its shareholders or its related/affiliated entities under the United States Foreign Account Tax Compliance Act (FATCA). I/We can withdraw this permission at any time by notifying AmMetLife Takaful in writing. / *Saya/Kami memahami dan bersetuju bahawa AmMetLife Takaful berhak untuk menggunakan data dan maklumat peribadi saya/kami untuk tujuan proses operasi Takaful yang mungkin termasuk pemindahan data dan maklumat peribadi, di dalam atau di luar Malaysia, ke Kumpulan MetLife, lain-lain syarikat berkaitan AmMetLife Takaful, subsidiari dan/atau syarikat pegangan, rakan penyumberan luar, pengendali takaful semula, peguamcara, syarikat-syarikat gabungan termasuk rakan penyumberan luar mereka dan kepada sebarang badan pengawal selia, atau mana-mana pihak berkuasa cukai asing yang berkaitan termasuk sebarang keperluan laporan oleh AmMetLife Takaful, pemegang-pemegang saham atau entiti berkaitan/gabungan di bawah Akta Pematuhan Cukai Akaun Asing Amerika Syarikat (FATCA). Saya/Kami boleh menarik semula kebenaran ini pada bila-bila masa dengan memaklumkan secara bertulis kepada AmMetLife Takaful.*
3. I/We understand that I/We have a right to obtain access to and to request correction of any data and personal information held by AmMetLife Takaful concerning me/us. Such request can be made via a written request to AmMetLife Takaful. / *Saya/Kami memahami bahawa saya/kami berhak untuk mendapatkan akses dan untuk memohon pembetulan sebarang maklumat peribadi dan data yang dipegang oleh AmMetLife Takaful berkenaan saya/ kami. Permohonan tersebut boleh dilakukan secara bertulis kepada AmMetLife Takaful.*
4. I/We have read and understood AmMetLife Takaful's Privacy Notice, which is available at AmMetLife Takaful website and branches. / *Saya/Kami telah membaca dan memahami Notis Privasi AmMetLife Takaful, yang terdapat di laman web dan cawangan-cawangan AmMetLife Takaful.*
5. I/We understand that AmMetLife Takaful will deduct any withholding required by FATCA. / *Saya/Kami memahami bahawa AmMetLife Takaful akan memotong sebarang penyekatan yang diperlukan oleh FATCA.*
6. I/We further understand that AmMetLife Takaful reserves the right, within its sole discretion, to cancel this application in the event that appropriate documentation of my/our US or non-US status for purposes of FATCA is not timely provided to AmMetLife Takaful. In particular, in the event that applicable laws or regulations of Malaysia would prohibit withholding on payments to the certificate or prohibit the reporting of the certificate, and no waiver of such local law is obtained, AmMetLife Takaful reserves the right to terminate the certificate. / *Saya/Kami juga memahami bahawa AmMetLife Takaful berhak, menurut budi bicara, untuk membatalkan permohonan ini sekiranya dokumen-dokumen daripada saya/kami yang diperlukan berkenaan dengan status AS atau bukan AS untuk tujuan FATCA tidak diserahkan dalam masa yang ditetapkan kepada AmMetLife Takaful. Khususnya, sekiranya undang-undang atau peraturan-peraturan Malaysia yang berkaitan akan menghalang sekatan pembayaran kepada sijil atau menghalang laporan kepada sijil tersebut dan tiada pelepasan yang diterima daripada undang-undang tempatan tersebut, AmMetLife Takaful berhak untuk menutup sijil tersebut.*
7. I/We further understand that at our application will not take effect until my application is accepted and notified to us by AmMetLife Takaful / *Saya/Kami memahami bahawa permohonan kami tidak akan berkuatkuasa sehingga permohonan saya diterima dan dimaklumkan kepada kami oleh AmMetLife Takaful.*
8. I/We further declare that I/we am/are not bankrupt(s) and that I/we have not being declared bankrupt within the last twelve months and that no receiving order or adjudication in bankruptcy has been made against me/us during the period. / *Saya/Kami seterusnya mengaku bahawa saya/ kami bukan mufliis dan saya/kami tidak pernah diisytiharkan mufliis dalam tempoh dua belas bulan yang lalu dan tiada arahan penerimaan atau penghukuman mufliis telah dibuat ke atas saya/kami dalam tempoh tersebut.*
9. I hereby declare that I am not a United States Citizen or United States Resident for Tax Purpose. / *Saya dengan ini mengisytiharkan bahawa saya bukan warganegara Amerika Syarikat atau pemastautin di Amerika Syarikat untuk tujuan Cukai.*
 For United States Citizen or United States Resident/Taxpayer, please tick the box. / Untuk Warganegara Amerika Syarikat atau pemastautin/Pembayar Cukai di Amerika Syarikat, Sila tanda di kotak berkenaan.

Signature of Certificate Holder/ Tandatangan Pemegang Sijil	Signature of Participant/ Tandatangan Peserta	Signature of Witness/ Tandatangan Saksi
Name / Nama :	Name / Nama :	Name / Nama :
NRIC No. / No. KP :	NRIC No. / No. KP :	NRIC No. / No. KP :
Tel No. / No. Tel :	Tel No. / No. Tel :	Tel No. / No. Tel :
Date / Tarikh :	Date / Tarikh :	Date / Tarikh :