



Request to Update Contact Information Checklist

Please use the Request to Update Contact Information Form to:

- Change your address, phone number(s), and/or email address.

To complete this process, please follow these steps:

1. Fill out the Request to Update Contact Information Form completely and sign. Incomplete or unsigned forms will delay processing your request.
2. Fax your completed form to 866.874.7820 or mail to:

Digital Federal Credit Union
Account Services Center
220 Donald Lynch Boulevard
PO Box 9130
Marlborough, MA 01752-9130

What you can expect

Once you mail your application...

- Allow 2 weeks for your request to be processed. You'll be able to view your account changes on Online Banking at that time. Visit dcu.org and login with your Member Number and secret PIN (Personal Identification Number).



220 Donald Lynch Blvd • PO Box 9130 • Marlborough, MA 01752-9130
508.263.6700 • 800.328.6797 • dcu.org • dcu@dcu.org

Request to Update Contact Information

Prime Owner's Name _____ Member # _____ SSN _____

ADDRESS _____

Mailing:

Street Address _____ Apt _____

City _____ State _____ ZIP _____

Residential (if different):

We are required by law to obtain your residential address. If your Residential address is different from your Mailing address above, you must also provide your Residential address here:

Street Address _____ Apt _____

City _____ State _____ ZIP _____

PHONE _____ EMAIL _____

Home: (____) _____ @ _____

Business: (____) _____

Cell: (____) _____

By signing below I request the changes listed above. I agree that the terms and conditions set forth in my initial Membership Application as well as the Truth-in-Savings Disclosure and Account Agreements, and the Electronic Services Disclosure and Agreements, which I previously received remain, in full force and effect.

X _____
Prime Owner's Signature

Date

INTERNAL USE ONLY:
Rec by ____/____/____ Proc by (#) _____ Audited by (#) _____
M698a (8/2017)

