

# BWML Change of Details Form

(Version 05.18)



## INSTRUCTIONS TO THE CUSTOMER:

Please complete the shaded grey boxes (where applicable) and then take the form to your local BWML marina or post it (no stamp required) to **FREEPOST BWML, Sawley Marina, Nottinghamshire, NG10 3AE**.

If ownership of the vessel has changed entirely, please do not complete this form but complete a **BWML Termination Form** along with a **BWML Contract Application Form for new owner**. Additional owners can be added to your account on completion of this form.

A change of Mooring Grade may result in a credit history check being undertaken on all applicants through our appointed agents and if the required contract cannot be offered, any monies toward that contract already received will be fully refunded.

## CONTRACT DETAILS

Full Name (s)	<input type="text"/>
Customer Number	<input type="text"/>
Current Marina	<input type="text"/>
Address / Postcode	<input type="text"/>
Date change to take effect	<input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y

## CHANGES TO CONTRACT please tick which change applies

<input type="checkbox"/>	Adding additional owner to account	<input type="checkbox"/>	Changing Boat name
<input type="checkbox"/>	Complete change of vessel	<input type="checkbox"/>	Changing postal address or contact information
<input type="checkbox"/>	Changing contract grade (Leisure, Residential, Hardstanding etc)	<input type="checkbox"/>	Changing Marina
<input type="checkbox"/>	Other _____		

## ADDING AN ADDITIONAL OWNER

Full Name	<input type="text"/>
Date of Birth	<input type="text"/>
Address	<input type="text"/>
Town / City	<input type="text"/>
Post Code	<input type="text"/>
Telephone	<input type="text"/>
Email Address	<input type="text"/>
Security Question	Mothers Maiden Name <input type="checkbox"/> First pets name <input type="checkbox"/>
Please tick a question and write answer below.	Security Answer <input type="text"/>

## CHANGING POSTAL ADDRESS OR CONTACT INFORMATION (current customer)

Phone Number	<input type="text"/>
Email Address	<input type="text"/>
Postal Address	<input type="text"/>
Change of Name (Marriage cert or deed poll)	<input type="text"/>

**COMPLETE CHANGE OF VESSEL OR CHANGING VESSEL NAME**

please note your current contract will be ended and a new invoice raised for your new vessel.

Boat Name		
Boat Type		
Index Number		
Length (in ft or metres)	Ft	Metres
Width (in ft or metres)	Ft	Metres

**CHANGING MOORING LOCATION** please note your contract will be ended and a new invoice raised for your new marina

New Mooring Location (Marina)	
Berth Reference (if known)	

**CHANGING MOORING GRADE** please note your contract will be ended and a new invoice raised for your new grade. Please note that if you are downgrading from a residential grade then we will require proof of residency in order to process your request

New Mooring Grade (Residential, Leisure, Hardstanding, Undercover etc)	
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**OWNERS AGREEMENT**

The form must be signed by both customers if an additional owner has been added to the account.

Signature

D	D	M	M	Y	Y
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Signature

D	D	M	M	Y	Y
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**This form will not be processed unless signed by all parties on customer account.**

BWML Staff

Signature

D	D	M	M	Y	Y
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BWML Staff

Name

**BWML USE ONLY**

**Contract Start Date**

D	D	M	M	Y	Y
---	---	---	---	---	---

**Contract End Date**

D	D	M	M	Y	Y
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**End Contract Date**

D	D	M	M	Y	Y
---	---	---	---	---	---

Number of complete months' left of contract \_\_\_\_\_

Invoice Number \_\_\_\_\_

Contract Grade \_\_\_\_\_

Gross Amount of Invoice \_\_\_\_\_

Credit Value \_\_\_\_\_

Completed by Staff Member \_\_\_\_\_