Your current sender address

Recipient address

Place and date of the letter

New billing and correspondence address

Customer or contract number

Dear Sir or Madam,

Please update the billing and correspondence address of my contract stated above with effect from the date stated below.

Valid from

Previous address

New address

Please confirm the change to me. With this letter I am not ordering a move or activation of my landline or internet connection.

Yours faithfully,

Your name