I hereby, request you to carry out the following change. The necessary details are provided as below:

- [ ] Change in signature
- [ ] Change in photograph

**Section A: Change in Signature**

Reason for change in signature:

**Section B: Change in photograph**

Reason for change in photograph:

Subscriber’s Signature (New Signature) [ ]

Date: [ ]

**For DDO Use**

Date of Receipt [ ]

Name & Signature of Authorised person/ DDO [ ]

Stamp of DDO [ ]

**For PAO Use**

Date of Receipt [ ]

Name & Signature of Authorised person/ PAO [ ]

Stamp of PAO [ ]

**For FC Use**

Date of Receipt [ ]

Entered by [ ] Date [ ]

Time of Receipt [ ]

Verified by [ ] Date [ ]

Instructions

1. This form is to be submitted to CRA appointed Facilitation Centre.
2. Please indicate whether request is for change in signature and/or photograph by ticking the relevant box.
3. The change request will be chargeable.
4. This request must be accompanied with a DDO Covering letter on official stationery.