

## **Republic of the Philippines** SOCIAL SECURITY SYSTEM

# PENSIONER'S DATA CHANGE REQUEST (Please read instructions at the back. Print all information in capital letters & use black ink only)

SS NUMBER:	NAME OF MEMBER: (CI	IDNIANT) (ON/ENINIANA	IE' (AUDDLE MAME)
SS NUMBER:	NAME OF MEMBER: (SU	RNAME) (GIVEN NAM	(MIDDLE NAME)
1. CORRECTION OF NAME OF BENEFIC	IARY	•	<u>.</u>
FROM		то	
2. CHANGE OF ADDRESS			
(Number & Street) (Barangay) (Town/District) (City/Province) (Postal Code)			
FROM		то	
3. CHANGE OF ACCOUNT NUMBER/BANK			
FROM		TO	
4. EXEMPTION FROM MAG-IMPOK SA BANGKO PROGRAM			
REASON			
SIGNATURE OF CLAIMANT			
Signature Over Printed Name		Date	
WITNESSES TO THUMBMARK (If member/claimant cannot sign)			
TTTTLEGES TO THOMESING ALL (II MOINS	or, ordinant cannot sign,		
1			
Signature Over Printed Name		Date	
2			
Signature Over Printed Name		Date	Right Thumbmark Left Index
FOR SSS USE			
RECEIVED:	PROCESSED:	APPROVED:	ENCODED:
Signature over Printed Name/Date	Signature over Printed Name/Date	Signature over Printed Name/	/Date Signature over Printed Name/Date

### **INSTRUCTIONS**

- 1. Accomplish this form in one (1) copy.
- 2. Submit the following required documents for the following changes:

#### Correction of Name of Beneficiaries

Birth/Baptismal Certificate or in the absence of both, any two (2) of the secondary documents enumerated below; and Affidavit of two (2) persons who have personal knowledge of the fact that the name appearing in the primary/secondary documents belongs to the same person.

Documents that may be submitted in the absence of primary documents:

- Record of Employment (accomplished upon employment)
- GSIS Member's Record (if member is also a gov't. employee)
- Certification from the National Archives
- Alien Certificate of Registrations (ACR)
- Marriage Contract of member
- Birth Certificate of children
- School records
- Passport
- Joint Affidavit of two (2) disinterested persons attesting to the fact of your birth

#### Change of Address

Latest check voucher

#### Exemption from Mag-Impok sa Bangko Program

• Letter request

#### Change of Account Number/Bank

• Old and new passbook