



BUSINESS BANKING

Santander Business Banking  
Account Changes  
Bridle Road  
Bootle  
L30 4GB

Tel: 0800 731 6666  
Date 20/03/2017

Afia Consulting Limited  
11 Priory Road  
West Bridgford  
Nottingham  
NG2 5HU

Our reference: [REDACTED] Afia Consulting Limited/J [REDACTED]

Case Ref: [REDACTED]

Dear Sir/Madam

Thank you for your request to amend the details on your business account(s).

Unfortunately we are unable to proceed with your amendments due to the following reason(s):

- Please complete the enclosed change of Details form.
- There doesn't appear to be a [REDACTED] on the account.
- Please ask [REDACTED] to sign the highlighted section of the enclosed Change of Details form. If they are unable to sign the form then we are able to accept a letter from your solicitor/accountant confirming that they are to be removed as a signatory. Please note we require letter headed paper to be used by the solicitor/accountant.

Please return the information requested within 21 days of receiving this letter to the address shown quoting case reference [REDACTED]. Failure to do so will result in this case being closed and a new form will need to be completed. Once we have received the required documentation we will amend our records accordingly.

If you have any questions, please contact your customer services team on 0800 731 6666\*. Please quote your sort code and account number on any correspondence in relation to this matter.

Yours faithfully

Sue Douthwaite  
Managing Director, Business

\* Lines are open 8am to 9pm Monday to Friday, 8am to 1pm Saturday. Calls are recorded and may be monitored for security, quality control and training purposes.