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: ___________

<table>
<thead>
<tr>
<th>For DDO Use</th>
<th>For PAO Use</th>
<th>For FC Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Receipt</td>
<td>Date of Receipt</td>
<td>Date of Receipt</td>
</tr>
<tr>
<td>Name &amp; Signature of Authorised person/ Stamp of DDO</td>
<td>Name &amp; Signature of Authorised person/ Stamp of PAO</td>
<td>Entered by</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Time of Receipt</td>
</tr>
</tbody>
</table>

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.