



CHANGE NAME REQUEST FORM

BEFORE CHANGE	Apply Date: / /
Distributor ID:	
Name:	
AFTER CHANGE	
Name:	

<i>Processing Fee per category:</i>	<ul style="list-style-type: none"> * Normal transfer of account to another customer/distributor * Transfer distributorship to family member * Transfer to personal name to own company name (allowed one time only)
Php 3,000	
No Fee	* Updating of Distributor's Name (e.g., Change of Status/ Surname/ Address)

Requirements:

1. Photocopy of 2 Philippine Government issued Valid IDs with 3 specimen signatures of original owner (before change).
2. Confirmation Email of change name request from the original owner.
3. Photocopy of 2 Philippine Government issued Valid IDs with 3 specimen signatures of new owner (after change).
4. Application Form of New owner
5. For immediate member, please provide proof of relation document (birth or marriage certificate)
6. Email confirmation and request from the old buyer (before change)

Terms & Conditions:

1. Original owner must be cleared in Collection Department, no outstanding balance.
2. Original owner must be cleared in Compliance Department, no pending Official receipt for issuance
3. Change name form request must be submitted by the original owner.
4. In absence of original owner, immediate family member or direct sponsor shall be an authorized person to submit the request supported by an authorization letter from the original owner.
5. If original buyer is deceased, immediate family member or direct sponsor shall be an authorized person to submit the request supported by a copy of Death Certificate.
6. Changing of names to company name must be done once a year.

I acknowledge that I have read and understand the Distributor Agreement Termination and agree the terms set forth in this Termination / agreement.

I declare that the above information is my personal information and they are true, correct and updated. I authorize and consent Enagic Philippines, Inc. to collect information in relation to this application.

I hereby understand that Enagic Philippines, Inc respects and committed to the Protection of Personal Information or Data Privacy Act of 2012 (RA 10173) and agree to terms of the

Company's Data Protection/ Privacy Policy posted on Enagic Philippines, Inc official Facebook Page,

<https://www.facebook.com/official.enagicphilippines/> and bulletin board.

Original Owner Signature _____

New Owner Signature _____

Received and processed by:

Name of Employee & date signed Marketing Department

Noted by:

Marketing Department

Commissions Department

Compliance Department

Collection Department

Accounting Department