



The City Of Bridgetown Co-operative Credit Union Ltd.

C.O.B Business Centre, Lower Broad Street, Bridgetown BB11000, Barbados, West Indies,
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10 March, 2017

Dear Valued Member

We are in the process of updating our member information in order to serve you better. Our aim is to utilize all available channels to advise you of our products, services, training sessions, special events and promotions. In order to realize this objective it is vital that we obtain your current personal details.

In view of the above we enclose a questionnaire for your completion. This may be dropped off at any of our three locations at Broad Street, Black Rock, or Manor Lodge, together with valid picture identification so that we can make the necessary updates to our records.

Kindly note the following:

- » If your name has changed (married/divorced, etc.) please bring your documents evidencing the change, e.g. marriage certificate.
- » Changes in address require a utility bill or bank statement received within the last three (3) months.
- » Persons living overseas should have the identification and other documents authenticated by a notary public.

Completed forms must reach us no later than thirty days (30) days after receipt of this correspondence.

We look forward to your participation in this exercise and thank you for your co-operation.

Co-operatively yours

Alison Lynch (Mrs)
Branch Manager